

Requisition Number
50810

Division
N/A

Positions
[△ Public Broadcasting Specialist...](#)

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Class Spec
[Public Broadcasting Specialist II \(93...](#)

Working Title
Project Technician

Job Type
Full-Time

Vacancies
1

EEO/Census Data Template
N/A

List Type
Regular

Desired Start Date
03/11/2022

Owner
ELIZABETH WANN

Hiring Manager
ELIZABETH WANN

Agency Minimum Salary
\$38000.00

HR Analyst
Brandee Lockett

About the Agency

Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

Agency Maximum Salary
\$40000.00

About the Position

Mississippi Public Broadcasting is seeking a technician to maintain its transmitter and microwave sites, plus related equipment at the sites across the state. Duties include being on call and responding after hours.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

Monitoring, and maintenance of the microwave and transmitter equipment. Some duties must be performed within a high voltage and power environment. Maintain equipment, logs and records according to FCC Rules and regulations. Ensure proper tower, building and grounds maintenance.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts dedicated to Mississippi stories.

Must be able to work varying shifts all hours of the day and night. May be called to work for extended periods during emergencies or special needs. This position is classified as State Service, Exempt. EOE M-F

careers@mpbonline.org

Preferred Qualifications

An associate's degree from an accredited two-year college in Electronics or a directly related field and six (6) years of experience.

What you'll need to be Successful
The ability to troubleshoot and work on MPB's transmitters, microwave, and other equipment. Follow rules, keep and maintain logs and records required by MPB and the FCC. Work

Requisition End Date (mm/dd/yyyy)
3/18/2022

with and oversee outside contractors on projects done by the Technical Services Division. Be available to respond 24/7 when problems occur. Order and maintain equipment, parts and other items needed for the Technical Services Network to function properly. Maintain network vehicles and keep track of Technical Services Inventory.

County/Counties Associated with Position
HINDS
Travel Schedule
Some overnight

Requisition Start Date (mm/dd/yyyy)
3/11/2022

Special Qualifications
N/A

Shift Schedule
Day or Evening Shift

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

Attachments

There are no available attachments

Approvals

No Approvals.



Requisition Detail

Project Technician (50810) [Open](#)

Requisition Information

Old Published
from 03/21/2022 - 10:04 AM to 03/24/2022 - 9:11 AM
last updated at 03/24/2022 - 9:11 AM by beth-ann.wann

hnician

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TITLE OF POSITION: Project Technician (Public Bro
DEPARTMENT: Technical Services
ANNUAL ENTRY SALARY: \$38,000.00

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is seeking a technician to r
the microwave and transmitter equipment. Some duties m
maintenance. Must be able to work varying shifts all hours

MINIMUM REQUIREMENTS:

An Associate's Degree from an accredited two-year college

Graduation from a standard four-year high school or equiv

HOW TO APPLY:

- Applicants must be submitted online directly to the Mis

Closing Date: March 21, 2022

From: [Evelyn Stewart](#)
To: [Beth Ann Wann](#)
Subject: Re: Job Vacancy - Project Technician
Date: Tuesday, March 15, 2022 10:51:19 AM
Attachments: [image001.png](#)

<https://twitter.com/MPBOnline/status/1503759492143591433/photo/1>

<https://www.linkedin.com/feed/update/urn:li:activity:6909525178158874624/>




 Mississippi Public Broadcasting

WE'RE HIRING!

FOR THE POSITION OF

PROJECT TECHNICIAN

-PUBLIC BROADCASTING SPECIALIST II

VISIT MPBONLINE.ORG/CAREERS
FOR A COMPLETE DESCRIPTION

***APPLICATIONS MUST BE SUBMITTED ONLINE VIA
THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.**

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>

Date: Tuesday, March 15, 2022 at 9:00 AM

To: All_Group <All@mpbonline.org>, Angela Ferraez <angela@mpbfoundation.org>, Jaime Lowe <jaime@mpbfoundation.org>, Debra Kassoff <debra@mpbfoundation.org>

Subject: Job Vacancy - Project Technician

Position: Project Technician (Public Broadcasting Specialist II)

Closes: March 21, 2022

To apply: Applications must be submitted online directly to SPB by clicking [here](#).

Note: This position is listed as State Service, Exempt.

Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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Project Technician



by **Beth Ann Wann** • Published on March 15, 2022 • Comments



CAREERS

TITLE OF POSITION: Project Technician (Public Broadcasting Specialist II)
DEPARTMENT: Technical Services
ANNUAL ENTRY SALARY: \$38,000.00

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting is seeking a technician to maintain its transmitter and microwave sites, plus related equipment at the sites across the state. Duties include being on call and responding after hours. Monitoring, and maintenance of the microwave and transmitter equipment. Some duties must be performed within a high voltage and power environment. Maintain equipment, logs and records according to FCC Rules and regulations. Ensure proper tower, building and grounds maintenance. Must be able to work varying shifts all hours of the day and night. May be called to work for extended periods during emergencies or special needs. This position is classified as State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

An Associate's Degree from an accredited two-year college in Electronics or a directly related field (AND) six (6) years of experience in work directly related to the above described duties;

(OR)

Graduation from a standard four-year high school or equivalent (GED), directly related education and directly related experience may be substituted on an equal basis.

HOW TO APPLY:

- See Web Site for complete description (www.mpbonline.org).
- Applicants must be submitted online directly to the Mississippi State Personnel Board by clicking

[HERE](#).

Closing Date: March 21, 2022



Mississippi Public Broadcasting

3825 Ridgewood Road
Jackson, Mississippi 39211

Phone: (601) 432-6565

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News Reporter



by **Gearlletha Stevens** • Published on August 23, 2021 • Last modified on September 17, 2021



Mississippi Public Broadcasting

CAREERS

CAREERS

JOB TITLE: MPB News Reporter

DEPARTMENT: News and Public Affairs

ANNUAL ENTRY SALARY: \$37,123.06 - \$40,000.00

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking an experienced radio reporter to join our award-winning news team. This person is primarily responsible for daily newscast stories, NPR-style features/two-ways and producing news content for MPB's digital platforms. The ideal candidate should be a self starter with strong news judgment who's enterprising and capable of generating story ideas. The reporter may be asked to anchor newscasts and host programs. This position is classified as State Service, Exempt. EOE M-F

This is a full-time position that is eligible for full benefits including excellent medical, dental and vision, ten paid holidays and a 401(a) retirement plan.

WHO WE ARE:

Mississippi Public Broadcasting is an eight-station statewide television and radio network. The network has been honored with four National Edward R. Murrow awards and several regional awards for excellence in broadcast journalism. Mississippi Public Broadcasting is also one of three partner stations of The Gulf States Newsworld. This exciting, new collaborative reporting project works to plan coverage, share resources and increase reporting power in the gulf region.

ESSENTIAL DUTIES INCLUDE:

- Applicant must have expertise in news-gathering
- Familiar with public radio news programming
- Pitch story ideas, produce quick-turn newscast stories and long-form features
- Produce engaging digital stories and actively contribute to MPB's social media channels.
- Willingness to travel across the state to report stories
- Willingness to work non-standard hours, including occasional weekends and holidays

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university in Radio/Television/Film or a related field; (AND) two (2) years of experience in work related to the described duties;

(OR)

A Bachelor's Degree from an accredited four-year college or university in Radio/Television/Film or a related field; (AND) three (3) years of experience in work related to the described duties;

(OR)

15

HOW TO APPLY:

- Applicants may submit State of Mississippi [application](#) to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211.
- Applicants may email resumes to careers@mpbonline.org.

Closing Date: Open Until Filled

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10/20/21, 11:06 AM

News Reporter

MPB/PBS Value

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15
From: [Lesa Rice](#)
To: [Careers](#)
Subject: Your ABA Job Post
Date: Tuesday, March 29, 2022 12:04:17 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Confirmation of your job listing on ABA website

[Job] ~ MPB News Reporter
[Description] ~ JOB TITLE: MPB News Reporter (Public Broadcasting Specialist II)
DEPARTMENT: News and Public Affairs
ANNUAL ENTRY SALARY: \$38,000.00 -\$40,000.00

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking a general assignment radio reporter to join our award-winning news team. This person is primarily responsible for daily newscast stories, NPR-style features/two-ways and producing news content for MPB's digital platforms. This position will cover a wide range of topics throughout the state. The ideal candidate should be a self-starter with strong news judgment who's enterprising and capable of generating story ideas. The reporter may be asked to anchor newscasts and host programs. This position is classified as State Service, Exempt. EOE M-F

This is a full-time position that is eligible for full benefits including excellent medical, dental and vision, ten paid holidays and a 401(a) retirement plan.

WHO WE ARE:

Mississippi Public Broadcasting is an eight-station statewide television and radio network. The network has been honored with four National Edward R. Murrow awards and several regional awards for excellence in broadcast journalism. Mississippi Public Broadcasting is also one of three partner stations of The Gulf States Newsroom. This exciting, new collaborative reporting project works to plan coverage, share resources and increase reporting power in the gulf region.

ESSENTIAL DUTIES INCLUDE:

- Applicant must have expertise in news-gathering
- Familiar with public radio news programming
- Pitch story ideas, produce quick-turn newscast stories and long-form features
- Produce engaging digital stories and actively contribute to MPB's social media channels.
- Willingness to travel across the state to report stories
- Willingness to work non-standard hours, including occasional weekends and holidays

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university in Radio/Television/Film or a related field;
(AND) one (1) to three (3) years of experience in work related to the described duties.

Note: Samples of work required when contacted for an interview.

HOW TO APPLY:

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Applicants may submit State of Mississippi application to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211.

Applicants may email resumes to careers@mpbonline.org.

Closing Date: Open Until Filled
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JOB TITLE:

MPB News Reporter

DEPARTMENT:

News and Public Affairs

ANNUAL ENTRY SALARY:

\$37,123.06 -\$40,000.00

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking an experienced radio repc
digital platforms. The ideal candidate should be a self starter with s
State Service, Exempt. EOE M-F

This is a full-time position that is eligible for full benefits including ex

WHO WE ARE:

Mississippi Public Broadcasting is an eight-station statewide televis
Mississippi Public Broadcasting is also one of three partner stations c

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- Familiar with public radio news programming
- Pitch story ideas, produce quick-turn newscast stories and long-f
- Produce engaging digital stories and actively contribute to MPB's
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- Willingness to work non-standard hours, including occasional we



News Reporter



by **Gearlletha Stevens** • Published on August 23, 2021 • Last modified on September 17, 2021



CAREERS

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DEPARTMENT: News and Public Affairs

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- Produce engaging digital stories and actively contribute to MPB's social media channels.
- Willingness to travel across the state to report stories
- Willingness to work non-standard hours, including occasional weekends and holidays

MINIMUM REQUIREMENTS:

A Master's Degree from an accredited four-year college or university in Radio/Television/Film or a related field; (AND) two (2) years of experience in work related to the described duties;

(OR)

A Bachelor's Degree from an accredited four-year college or university in Radio/Television/Film or a related field; (AND) three (3) years of experience in work related to the described duties;

(OR)

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma); (AND) seven (7) years of experience in work related to the described duties;

(OR)

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma), related education, and related experience may be substituted on an equal basis.

Note: Samples of work required when contacted for an interview.

HOW TO APPLY:

- Applicants may submit State of Mississippi [application](#) to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211.
- Applicants may email resumes to careers@mpbonline.org.

Closing Date: Open Until Filled

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10/20/21, 11:06 AM

News Reporter

MPB/PBS Value

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JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Public Broadcasting Specialist II (Master Control Operator)

DEPARTMENT: Tech Services – Master Control

ANNUAL ENTRY SALARY: \$40,286.40

JOB DUTIES INCLUDE:

This is a technical position involving the operation of computer based and custom electronic equipment. Primary responsibilities of this position require: Ingesting media and file based programs to meet scheduled On Air Dates, Editing and verifying media is marked for proper play out on air, Performing manual downloads of media files from a cloud based system and local archive servers, Setting up manual recordings utilizing software tools, satellite receivers, and HD/XDCAM equipment, Replacing existing content when notified of discrepancies and performing the Quality Control to ensure proper video, audio, and closed captioning, Performing In and Out SDI/ASI, Audio AES, and ATSC Transport Stream routing. Monitoring and Control of DTV and FM transmitters at the 8 agency locations throughout the state to provide the first line of defense utilizing remote control software, confidence monitoring multi-imaging displays, audio patch panels, and studio silent sensors. Escalating problems according to local procedures. Document required readings and maintaining logs in compliance with FAA/FCC regulations. This position is classified as State Service, exempt. EOE M-F

MINIMUM REQUIREMENTS:

A bachelor's degree in either Electronic Engineering Technology, Computer Science, Computer Networking or a directly related field, and at least one (1) year of related work experience. Master Control, Public Broadcasting and Microsoft Office experience is a plus. Must be able to work 3 PM to 11 PM with the option of varying schedules.

HOW TO APPLY:

Applicants may be submitted online directly to the Mississippi State Personnel Board by clicking [here](#), or by submitting an application to careers@mpbonline.org.

Closing Date: Open until filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211



Master Control Operator



by **Beth Ann Wann** • Published on May 11, 2022 • 0 Comments



Mississippi Public Broadcasting

CAREERS

CAREERS

JOB TITLE: Master Control Operator (Public Broadcasting Specialist II)

DEPARTMENT: Technical Services

ANNUAL ENTRY SALARY: \$40,286.40

JOB DESCRIPTION:

This is a technical position involving the operation of computer based and custom electronic equipment. Primary responsibilities of this position require: Ingesting media and file based programs to meet scheduled On Air Dates, Editing and verifying media is marked for proper play out on air, Performing manual downloads of media files from a cloud based system and local archive servers, Setting up manual recordings utilizing software tools, satellite receivers, and HD/XDCAM equipment, Replacing existing content when notified of discrepancies and performing the Quality Control to ensure proper video, audio, and closed captioning, Performing In and Out SDI/ASI, Audio AES, and ATSC Transport Stream routing. Monitoring and Control of DTV and FM

transmitters at the 8 agency locations throughout the state to provide the first line of defense utilizing remote control software, confidence monitoring multi-imaging displays, audio patch panels, and studio silent sensors. Escalating problems according to local procedures. Document required readings and maintaining logs in compliance with FAA/FCC regulations. This position is classified as State Service, exempt. EOE M-F

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- Applicants may email resumes to careers@mpbonline.org.

Closing Date: Open Until Filled

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 <p>a year ago · 1 comment</p> <p>State government offices are closed today in Mississippi in honor of ...</p>	 <p>16 days ago · 1 comment</p> <p>Mississippi leads the nation in childhood vaccination rates, but experts say a ...</p>	 <p>a year ago · 1 coi</p> <p>Mississippi Pub Broadcasting is O Mississippi is O</p>
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5/11/22, 3:26 PM

Master Control Operator

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0 Responses



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Love!



WOW!



Grrr!



Sad

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From: [Lesia Rice](#)
To: [Careers](#)
Subject: Your ABA Job Post
Date: Wednesday, May 11, 2022 3:36:21 PM

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Confirmation of your job listing on ABA website

[Job] ~ Master Control Operator

[Description] ~ This is a technical position involving the operation of computer based and custom electronic equipment. Primary responsibilities of this position require: Ingesting media and file based programs to meet scheduled On Air Dates, Editing and verifying media is marked for proper play out on air, Performing manual downloads of media files from a cloud based system and local archive servers, Setting up manual recordings utilizing software tools, satellite receivers, and HD/XDCAM equipment, Replacing existing content when notified of discrepancies and performing the Quality Control to ensure proper video, audio, and closed captioning, Performing In and Out SDI/ASI, Audio AES, and ATSC Transport Stream routing. Monitoring and Control of DTV and FM transmitters at the 8 agency locations throughout the state to provide the first line of defense utilizing remote control software, confidence monitoring multi-imaging displays, audio patch panels, and studio silent sensors. Escalating problems according to local procedures. Document required readings and maintaining logs in compliance with FAA/FCC regulations. This position is classified as State Service, exempt. EOE M-F

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www.mpbonline.org

[Email] ~ careers@mpbonline.org

Channels:

Report date: 05/13/2022
Report time: 10:17:18

From: 05/16/2022 To: 06/01/2022

Flight Performance Report
Page: 1

Client: Mississippi Public Broadcasting -
3825 Ridgewood Road
Jackson MS 39211
601-432-6364

Agency: NONE

Contract Number: JOBS '22 Media Type: RADIO Spots Contracted: 0
Contract Starts: 03/25/2022 Bill To: Client
Contract Ends: 12/31/2022 Reference: BETH ANN WANN
Payment Sched: Per Spot

New: \$ 0.00
Renew: \$ 0.00
Inc: \$ 0.00
Non-Traditional: \$ 0.00
Trade: \$ 0.00

Amount: \$ 0.00

Account Manager: NONE

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	05/16/2022	12:00:00	MTWTFSS	2	14	34	0.00	ThinkRadio
JOB6/ 5-21/ ROS/ 2X DAY/ MAY 16-JUNE 1	06/01/2022	20:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB6	AJ	MC JOB/ 5-21/ ROS/ 2X DAY/ MAY 16-JUNE 1	00:00:15	Mon 05/16/2022
				00:00:15	Wed 06/01/2022

- Mon 05/16/2022 at 14:28:34 ThinkRadio
- Mon 05/16/2022 at 20:38:13 ThinkRadio
- Tue 05/17/2022 at 18:57:41 ThinkRadio
- Tue 05/17/2022 at 20:18:59 ThinkRadio
- Wed 05/18/2022 at 14:20:05 ThinkRadio
- Wed 05/18/2022 at 18:00:00 ThinkRadio
- Thu 05/19/2022 at 13:51:00 ThinkRadio
- Thu 05/19/2022 at 14:20:04 ThinkRadio
- Fri 05/20/2022 at 16:48:30 ThinkRadio
- Fri 05/20/2022 at 19:29:30 ThinkRadio
- Sat 05/21/2022 at 16:39:00 ThinkRadio
- Sat 05/21/2022 at 18:18:39 ThinkRadio
- Sun 05/22/2022 at 17:23:15 ThinkRadio
- Sun 05/22/2022 at 19:58:26 ThinkRadio
- Mon 05/23/2022 at 12:39:30 ThinkRadio
- Mon 05/23/2022 at 13:39:29 ThinkRadio
- Tue 05/24/2022 at 18:15:51 ThinkRadio
- Tue 05/24/2022 at 19:29:30 ThinkRadio
- Wed 05/25/2022 at 13:39:29 ThinkRadio
- Wed 05/25/2022 at 16:48:30 ThinkRadio
- Thu 05/26/2022 at 13:51:00 ThinkRadio

18

Channels:

Report date: 05/13/2022
Report time: 10:17:18

From: 05/16/2022 To: 06/01/2022

Flight Performance Report
Page: 2

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	05/16/2022	12:00:00	MTWTFSS	2	14	34	0.00	ThinkRadio
JOB6/ 5-21/ ROS/ 2X DAY/ MAY 16-JUNE 1	06/01/2022	20:59:59						
Thu 05/26/2022 at 18:15:51								ThinkRadio
Fri 05/27/2022 at 16:48:30								ThinkRadio
Fri 05/27/2022 at 19:20:00								ThinkRadio
Sat 05/28/2022 at 13:47:05								ThinkRadio
Sat 05/28/2022 at 14:22:59								ThinkRadio
Sun 05/29/2022 at 12:40:41								ThinkRadio
Sun 05/29/2022 at 19:58:26								ThinkRadio
Mon 05/30/2022 at 17:30:00								ThinkRadio
Mon 05/30/2022 at 18:00:00								ThinkRadio
Tue 05/31/2022 at 13:32:00								ThinkRadio
Tue 05/31/2022 at 20:38:13								ThinkRadio
Wed 06/01/2022 at 12:39:29								ThinkRadio
Wed 06/01/2022 at 19:29:30								ThinkRadio

This item appeared 34 times between 05/16/2022 and 06/01/2022.

MPB Vacancy - Master Control Operator

Reply Reply All Forward Fri, 5/13/2022 5:13 PM



Beth Ann Wann

To: Beth Ann Wann

Bcc: jmittchell@alcorn.edu; awillis@alcorn.edu; mcapuano@allaccess.com; carolyn.upkins@antoneilcollege.edu; info@b-roll.net; info@tjjobs.com; jncanra@yahoo.com; Laquita.johnson@catholiccharitiesjackson.org; tcoleman@patriolenterprisesllc.com; lakenn.armstrong.ctr@mail.mil; mangle.lshanks.ctr@mail.mil; danon.d.hardy.ctr@mail.mil; betty.l.coleman14.ctr@mail.mil; Celeste.williamson@colin.edu;

Master Control Job vacancy.pdf
159 KB



Blank SPB Application Fillable.pdf
129 KB



Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Master Control Operator (Public Broadcasting Specialist II) on your website. Applicants may submit applications by visiting the Mississippi State Personnel Board's website or they may email their application (attached) to careers@mpbonline.org. This posting will remain open until filled. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting

MPB Vacancy - Master Control Operator



Beth Ann Wann

To

Cc Beth Ann Wann

Bcc: dmiller@deltastate.edu; kfeener@devy.edu; joborder@mdes.ms.gov; tom@filmandvideo.com; dunn@gram.edu; Robert.allen@hindsc.edu; Douglas.berry@hindsc.edu; Robert.allen@hindsc.edu; jacob.wright@hindsc.edu; Sherman.green@hindsc.edu; alexander@holmescc.edu; alicethomastisdale@gmail.com; info@journalismjobs.com; careercenter@millsaps.edu; Newslink@msr.org;

Reply Reply All Forward Fri 5/13/2022 5:12 PM

Master Control job vacancy.pdf 159 KB

Blank SPB Application Fillable.pdf 129 KB

Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Master Control Operator (Public Broadcasting Specialist II) on your website. Applicants may submit applications by visiting the Mississippi State Personnel Board's website or they may email their application (attached) to careers@mpbonline.org. This posting will remain open until filled. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting

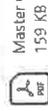
MPB Vacancy - Master Control Operator



Beth Ann Wann

To: Beth Ann Wann

Cc: Shreve Bland: nparikh@mississippi.org; lmoyo@mississippi.org; achrestman@career.msstate.edu; cchrestman@career.msstate.edu; mjones@career.msstate.edu; ljwilliams@nuw.edu; careerservices@mvsu.edu; elbryant@mvsu.edu; NAACPMS@bellsouth.net; nabeif@nab.org; tdotson@nab.org; nahj@nahj.org; rdlewis@npr.org; efair@nhtrms.org; info@pmbaonline.org;



Master Control job vacancy.pdf

159 KB



Blank SPB Application Fillable.pdf

129 KB

Reply Reply All Forward Fri, 19 Oct 2023 5:13 PM

Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Master Control Operator (Public Broadcasting Specialist II) on your website. Applicants may submit applications by visiting the Mississippi State Personnel Board's [website](https://www.mspb.org) or they may email their application (attached) to careers@mpbonline.org. This posting will remain open until filled. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting

66

Bobby Wicker

From: Beth Ann Wann
Sent: Thursday, May 12, 2022 9:07 AM
To: Evelyn Stewart
Subject: RE: UPDATED: Job Vacancy - Master Control Operator

Awesome!! Thank you so much!

From: Evelyn Stewart <Evelyn.Stewart@mpbonline.org>
Sent: Thursday, May 12, 2022 9:05 AM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Subject: Re: UPDATED: Job Vacancy - Master Control Operator

Good morning, Beth Ann,

<https://twitter.com/MPBOnline/status/1524751526849253378/photo/1>

<https://www.linkedin.com/feed/update/urn:li:activity:6930517215641292801/>



The advertisement features a background image of a broadcast control room with multiple monitors. At the top right is the MPB logo with the tagline 'Mississippi Public Broadcasting'. The main text reads: 'WE'RE HIRING! FOR THE POSITION OF MASTER CONTROL OPERATOR -PUBLIC BROADCASTING SPECIALIST II'. Below this, it says 'VISIT MPBONLINE.ORG/CAREERS FOR A COMPLETE DESCRIPTION'. At the bottom, a note states '*APPLICATIONS MUST BE SUBMITTED ONLINE VIA THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.'

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Date: Thursday, May 12, 2022 at 8:39 AM
To: All_Group <All@mpbonline.org>, Angela Ferraez <angela@mpbfoundation.org>, Jaime Lowe

<jaime@mpbfoundation.org>, Debra Kassoff <debra@mpbfoundation.org>

Subject: UPDATED: Job Vacancy - Master Control Operator

Position: Master Control Operator
SPB Title: Public Broadcasting Specialist II
Closes: Open Until Filled
To apply: Applications may be submitted online directly to SPB by clicking [here](#) or they may be emailed to careers@mpbonline.org

Note: This position is listed as State Service, Exempt.

Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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Public Broadcasting Specialist II



(<http://agency.governmentjobs.com/mississippi/jobID=3468893&sharedWindow=>



APPLY

Salary ⓘ	\$38,000.00 - \$40,000.00 Annually	Location ⓘ	25 - HINDS COUNTY, MS
Job Type	Full-Time	Department	0247 - EDUCATIONAL TELEVISION AUTHORITY
Job Number	9344-0247-20220311hi		
Closing	3/21/2022 11:59 PM Central		

Agency Minimum Salary \$38,000.00

Agency Maximum Salary \$40,000.00

About the Agency Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities. MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules. MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts dedicated to Mississippi stories. careers@mpbonline.org

About the Position Mississippi Public Broadcasting is seeking a technician to maintain its transmitter and microwave sites, plus related equipment at the sites across the state. Duties include being on call and responding after hours. Monitoring, and maintenance of the microwave and transmitter equipment. Some duties must be performed within a high voltage and power environment. Maintain equipment, logs and records according to FCC Rules and regulations. Ensure proper tower, building and grounds maintenance. Must be able to work varying shifts all hours of the day and night. May be called to work for extended periods during emergencies or special needs. This position is classified as State Service, Exempt. EOE M-F

What you'll need to be The ability to troubleshoot and work on MPB's transmitters, microwave, and other equipment. Follow rules, keep and maintain logs and records required

Successful by MPB and the FCC. Work with and oversee outside contractors on projects done by the Technical Services Division. Be available to respond 24/7 when problems occur. Order and maintain equipment, parts and other items needed for the Technical Services Network to function properly. Maintain network vehicles and keep track of Technical Services Inventory.

Preferred Qualification An associate's degree from an accredited two-year college in Electronics or a directly related field and six (6) years of experience.

s

DESCRIPTION

BENEFITS

QUESTIONS

Characteristics of Work

See [MSPB Careers \(https://careers.mspb.ms.gov/mississippi-careers\)](https://careers.mspb.ms.gov/mississippi-careers) for information regarding this classifications

Agency

State of Mississippi

Address

210 East Capitol Street
Suite 800
Jackson, Mississippi, 39201

Phone

601-359-1406
601-359-1406

Website

<http://agency.governmentjobs.com/mississippi/default.cfm> (<http://agency.governmentjobs.com/mississippi/default.cfm>)



Requisition Detail

Public Broadcasting Specialist II (52081) [Open](#)

Requisition Information

Requisition Number
52081

Division
N/A

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Class Spec
[Public Broadcasting Specialist II \(93...](#)

Working Title
Public Broadcasting Specialist II

Job Type
Full-Time

Vacancies
1

EEO/Census Data Template
N/A

List Type
Regular

Desired Start Date
05/03/2022

Owner
ELIZABETH WANN

Hiring Manager
ELIZABETH WANN

Agency Minimum Salary
\$40286.40

HR Analyst
CLPH 139

Agency Maximum Salary
\$40286.40

About the Agency

Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

About the Position

This is a technical position involving the operation of computer based and custom electronic equipment. Primary responsibilities of this position require: Ingesting media and file based programs to meet scheduled On Air Dates, Editing and verifying media is marked for proper play out on air, Performing manual downloads of media files from a cloud based system and local archive servers, Setting up manual recordings utilizing software tools, satellite receivers, and HD/XDCAM equipment, Replacing existing content when notified of discrepancies and performing the Quality Control to ensure proper video, audio, and closed captioning, Performing In and Out SDI/ASI, Audio AES, and ATSC Transport Stream routing. Monitoring and Control of

Positions

[△ Public Broadcasting Specialist...](#)

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
Computer file management and networking skills with the ability to troubleshoot issues relative to the DTV Master Control. Must have a positive attitude and willingness to learn new programs as technology changes. Must be able to work the 3PM to 11PM shift and the occasional day and night shift. May be called to work for extended periods during emergencies or special needs.

Requisition Start Date (mm/dd/yyyy)
5/3/2022

Special Qualifications
N/A

Shift Schedule
Day or Night Shift

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

DTV and FM transmitters at the 8 agency locations throughout the state to provide the first line of defense utilizing remote control software, confidence monitoring multi-imaging displays, audio patch panels, and studio silent sensors. Escalating problems according to local procedures. Document required readings and maintaining logs in compliance with FAA/FCC regulations.

Preferred Qualifications
A bachelor's degree in Electronics, Computer Science, Computer Networking or a directly related field, and at least one (1) years of related work experience. Master Control, Public Broadcasting and Microsoft Office experience a plus. Must be able to work 3 PM to 11 PM with the option of varying schedules (day and night).

Requisition End Date (mm/dd/yyyy)
6/1/2022

County/Countries Associated with
Position
HINDS

Travel Schedule
None

10

Attachments

There are no available attachments

Approvals

No Approvals.

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Requisition Detail

Public Relations Coordinator (51142) Open

Requisition Information

Requisition Number
51142

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Working Title
Public Relations Coordinator

Vacancies
1

List Type
Regular

Owner
ELIZABETH WANN

Agency Minimum Salary
\$40000.00

About the Agency
Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

Division
N/A

Class Spec
[Public Relations Specialist II \(9112\)](#)

Job Type
Full-Time

EEO/Census Data Template
N/A

Desired Start Date
N/A

Hiring Manager
ELIZABETH WANN

HR Analyst
CLPH 139

Agency Maximum Salary
\$50000.00

About the Position

- Develop and implement effective communications campaigns that can be measured against current and newly developed KPIs
- Cultivate and maintain positive relationships with internal and external publics
- Seek and maintain good working relationships with outside agency partners and organizations
- Write copy for news releases, reports, promotional materials, newsletters and presentations
- Assist in distributing meeting notices and posting public meetings on Mississippi Transparency website and MPBonline.org
- Coordinate and manage the production of Fine Tuning, MPB's print and email newsletter products
- Plan and execute effective communications campaigns around

Positions

[Public Relations Specialist II \(...\)](#)

17

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
Strong writing and communication skills. Knowledge of Adobe Suite, Constant Contact and experience with distribution platforms such as Meltwater preferred. Strong internal and external networking skills.

Requisition Start Date (mm/dd/yyyy)
3/25/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

MPB community engagement events

- Work with other departments and communications team to plan and manage logistics surrounding MPB community events
- Work with external media to manage media inquiries and interview requests
- Promote and protect the MPB brand, maintain brand guidelines and maximize brand awareness
- Develop KPIs and set up data monitoring and analytics
- Fulfill other duties as assigned by the Director of Communications

Preferred Qualifications

A Bachelor's Degree from an accredited four-year college or university and one (1) to two (2) years of experience in communications, public relations or comparable field.

Requisition End Date (mm/dd/yyyy)
4/16/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Some day only

Attachments

17

There are no available attachments

Approvals

No Approvals.

From: [Evelyn Stewart](#)
To: [Beth Ann Wann](#)
Subject: Re: Job Vacancies - Public Relations Coordinator & Digital Content Specialist
Date: Monday, March 28, 2022 2:20:50 PM
Attachments: [image001.png](#)
[image002.png](#)

<https://twitter.com/MPBOnline/status/1508473109581635592/photo/1>

[https://www.linkedin.com/posts/mississippi-public-broadcasting_mississippi-public-broadcasting-is-seeking-activity-6914238802597142528-XQW9?](https://www.linkedin.com/posts/mississippi-public-broadcasting_mississippi-public-broadcasting-is-seeking-activity-6914238802597142528-XQW9?utm_source=linkedin_share&utm_medium=member_desktop_web)
[utm_source=linkedin_share&utm_medium=member_desktop_web](#)



WE'RE HIRING!

FOR THE POSITION OF

PUBLIC RELATIONS COORDINATOR
-PUBLIC RELATIONS SPECIALIST II

VISIT MPBONLINE.ORG/CAREERS
FOR A COMPLETE DESCRIPTION

*APPLICATIONS MUST BE SUBMITTED ONLINE VIA
THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.



<https://twitter.com/MPBOnline/status/1508521817216016396/photo/1>

[https://www.linkedin.com/posts/mississippi-public-broadcasting_mississippi-public-broadcasting-is-seeking-activity-6914287506272174080-_B_8?](https://www.linkedin.com/posts/mississippi-public-broadcasting_mississippi-public-broadcasting-is-seeking-activity-6914287506272174080-_B_8?utm_source=linkedin_share&utm_medium=member_desktop_web)
[utm_source=linkedin_share&utm_medium=member_desktop_web](#)

17



WE'RE HIRING!

FOR THE POSITION OF
DIGITAL CONTENT SPECIALIST
-MULTIMEDIA SPECIALIST II

VISIT MPBONLINE.ORG/CAREERS
FOR A COMPLETE DESCRIPTION

*APPLICATIONS MUST BE SUBMITTED ONLINE VIA
THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Date: Monday, March 28, 2022 at 10:46 AM
To: Evelyn Stewart <Evelyn.Stewart@mpbonline.org>
Subject: RE: Job Vacancies - Public Relations Coordinator & Digital Content Specialist

Thanks so much!

From: Evelyn Stewart <Evelyn.Stewart@mpbonline.org>
Sent: Monday, March 28, 2022 10:41 AM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Subject: Re: Job Vacancies - Public Relations Coordinator & Digital Content Specialist

Sure thing. I'll send you the links for record in a bit.

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Date: Monday, March 28, 2022 at 10:40 AM
To: Evelyn Stewart <Evelyn.Stewart@mpbonline.org>
Subject: FW: Job Vacancies - Public Relations Coordinator & Digital Content Specialist

Evelyn,
Will you please post these to social media?

Thank you,
Beth Ann

From: Beth Ann Wann

17

Channels:

Report date: 01/21/2022
 Report time: 13:06:21

From: 02/01/2021 To: 01/31/2022

Flight Performance Report
 Page: 5

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	08/26/2021	12:00:00	MTWTFSS	2	14	72	0.00	ThinkRadio
JOB9/ 5-21/ ROS/ 2X DAY/ AUG 26- SEP 30	09/30/2021	20:59:59						

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	08/26/2021	12:00:00	MTWTFSS	2	14	58	0.00	ThinkRadio
JOB5/ 5-21/ ROS/ 2X DAY/ AUG 26-SEP 23	09/23/2021	20:59:59						

Audio Device	Clip ID	Type	Title Sub-Title	Length	Available From / To
CART	UNDJOB5	AJ	PR SPEC/ 5-21/ ROS/ 2X DAY/ AUG 26-SEP 23	00:00:15	Thu 08/26/2021
				00:00:15	Thu 09/23/2021

Thu 08/26/2021 at 12:50:59 ThinkRadio
 Thu 08/26/2021 at 14:38:59 ThinkRadio
 Fri 08/27/2021 at 13:31:59 ThinkRadio
 Sat 08/28/2021 at 12:18:14 ThinkRadio
 Sat 08/28/2021 at 17:17:30 ThinkRadio
 Sat 08/28/2021 at 18:20:05 ThinkRadio
 Sun 08/29/2021 at 12:58:30 ThinkRadio
 Sun 08/29/2021 at 16:18:00 ThinkRadio
 Mon 08/30/2021 at 14:20:04 ThinkRadio
 Mon 08/30/2021 at 19:49:00 ThinkRadio
 Tue 08/31/2021 at 13:50:59 ThinkRadio
 Tue 08/31/2021 at 18:00:00 ThinkRadio
 Wed 09/01/2021 at 14:28:34 ThinkRadio
 Wed 09/01/2021 at 15:50:15 ThinkRadio
 Thu 09/02/2021 at 14:48:29 ThinkRadio
 Thu 09/02/2021 at 19:49:00 ThinkRadio
 Fri 09/03/2021 at 12:39:29 ThinkRadio
 Fri 09/03/2021 at 14:20:04 ThinkRadio
 Sat 09/04/2021 at 14:25:30 ThinkRadio
 Sat 09/04/2021 at 15:58:15 ThinkRadio
 Sun 09/05/2021 at 12:57:45 ThinkRadio
 Sun 09/05/2021 at 19:58:26 ThinkRadio
 Mon 09/06/2021 at 12:50:59 ThinkRadio
 Mon 09/06/2021 at 14:48:32 ThinkRadio
 Tue 09/07/2021 at 12:51:00 ThinkRadio
 Tue 09/07/2021 at 13:51:00 ThinkRadio
 Wed 09/08/2021 at 18:58:27 ThinkRadio
 Wed 09/08/2021 at 19:49:00 ThinkRadio
 Thu 09/09/2021 at 12:50:59 ThinkRadio
 Thu 09/09/2021 at 16:19:00 ThinkRadio
 Fri 09/10/2021 at 13:39:29 ThinkRadio
 Fri 09/10/2021 at 18:00:00 ThinkRadio
 Sat 09/11/2021 at 12:18:15 ThinkRadio
 Sat 09/11/2021 at 18:38:40 ThinkRadio

17

Sent: Monday, March 28, 2022 10:40 AM

To: All_Group <All@mpbonline.org>; Angela Ferraez <angela@mpbfoundation.org>; Debra Kassoff <debra@mpbfoundation.org>; Jaime Lowe <jaime@mpbfoundation.org>

Subject: Job Vacancies - Public Relations Coordinator & Digital Content Specialist

Position: Public Relations Coordinator
SPB Classification: Public Relations Specialist II
Closes: April 15, 2022
To apply: **Applications must be submitted online directly to SPB.**

Position: Digital Content Specialist
SPB Classification: Multimedia Specialist II
Closes: April 15, 2022
To apply: **Applications must be submitted online directly to SPB.**

Note: These positions are listed as State-State Service, Exempt.
Attached are the job duties/minimum requirements for these positions. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Communications Director (Public Relations Specialist III)

DEPARTMENT: Communications

ANNUAL ENTRY SALARY: \$70,000.00

JOB DUTIES INCLUDE:

The Director of Communications should be a skilled communicator and brand manager who can help MPB maintain an overall integrated marketing communication strategy. The director must be comfortable working on and delivering messages through a variety of platforms, acting as a leader for an audience-centered approach. The ideal candidate will be experienced in handling a wide range of duties and will be able to work independently with limited supervision. The ability to interact with staff (at all levels) in a multi-dimensional environment, sometimes under pressure, with a high level of professionalism and confidentiality is crucial to this role. Incumbent must have strong written and verbal communication skills, as well as strong decision making ability. Duties include management and coordination of the daily operations of the Communications/Public Relations Department to include issues relating to communications, preparation of press releases and materials for publication, marketing and promotion plans, graphic design, coordination of special events, social media platforms, and maintenance of the agency's website. This position is classified as Non-State Service. Resumes not accepted in lieu of applications. EOE M-F

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university; (AND) five (5) years in the special experience in Communications, Public Relations, Journalism, or a related field, four (4) years of which must have included line or functional administrative or advanced technical supervision.

SPECIAL EXPERIENCE:

The ideal candidate should have a working knowledge of Adobe Creative Suite (InDesign, Photoshop, Premiere Pro) and PR and marketing solutions such as Meltwater, Constant Contact, and Sprout Social. Proficiency with Google Analytics is also a plus. Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of the office in which the position exists. In those offices where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the office, the incumbent must be registered and experienced in that profession.

HOW TO APPLY:

Applicants may submit a resume and/or application to careers@mpbonline.org.

Closing Date: Open until filled.

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

18



Requisition Detail

Communications Director (51274) Open

Requisition Information

Requisition Number
51274

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Working Title
Communications Director

Vacancies
1

List Type
Regular

Owner
ELIZABETH WANN

Agency Minimum Salary
\$70000.00

About the Agency
Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

Division
N/A

Class Spec
[Public Relations Specialist III \(9113\)](#)

Job Type
Full-Time

EEO/Census Data Template
N/A

Desired Start Date
03/30/2022

Hiring Manager
ELIZABETH WANN

HR Analyst
CLPH 139

Agency Maximum Salary
\$80000.00

About the Position
The Director of Communications should be a skilled communicator and brand manager who can help MPB maintain an overall integrated marketing communication strategy. The director must be comfortable working on and delivering messages through a variety of platforms, acting as a leader for an audience-centered approach. The ideal candidate will be experienced in handling a wide range of duties and will be able to work independently with limited supervision. The ability to interact with staff (at all levels) in a multi-dimensional environment, sometimes under pressure, with a high level of professionalism and confidentiality is crucial to this role. Incumbent must have strong written and verbal communication skills, as well as strong decision-making ability. Duties

Positions

[△ Pub. Relations Specialist III \(0...](#)

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
The ideal candidate should have a working knowledge of Adobe Creative Suite (InDesign, Photoshop, Premiere Pro) and PR and marketing solutions such as Meltwater, Constant Contact, and Sprout Social. Proficiency with Google Analytics is also a plus. Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of the office in which the position exists. In those offices where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the office, the incumbent must be registered and experienced in that profession.

Requisition Start Date (mm/dd/yyyy)
3/30/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position

include management and coordination of the daily operations of the Communications/Public Relations Department to include issues relating to communications, preparation of press releases and materials for publication, marketing and promotion plans, graphic design, coordination of special events, social media platforms, and maintenance of the agency's website. This position is classified as Non-State Service.

Resumes not accepted in lieu of applications. EOE M-F

Preferred Qualifications
A Bachelor's Degree from an accredited four-year college or university; (AND) five (5) years in the special experience in Communications, Public Relations, Journalism, or a related field, four (4) years of which must have included line or functional administrative or advanced technical supervision.

Requisition End Date (mm/dd/yyyy)
4/29/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Some day only

No

Comments

N/A

Authorization Comments

N/A

Attachments

There are no available attachments

Approvals

No Approvals.

18

From: [Lisa Lancaster](#)
To: [RadioUnderwriting](#); [Beth Ann Wann](#)
Subject: Communications Director spot
Date: Tuesday, March 29, 2022 4:24:33 PM
Attachments: [protrack_report.pdf](#)

This spot has been produced and placed.



Lisa Lancaster | Traffic Manager / Radio Reading Services / Administrative Assistant
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
Lisa.Lancaster@mpbonline.org | 601-432-6800 www.mpbonline.org

NOTICE: The information contained in this email and any document attached hereto is intended only for the named recipient(s). If you are not the intended recipient, nor the employee or agent responsible for delivering this message in confidence to the intended recipient(s), you are hereby notified that you have received this transmittal in error, and any review, dissemination, distribution or copying of this transmittal or its attachments is strictly prohibited. If you have received this transmittal and/or attachments in error, please notify me immediately by reply e-mail and then delete this message, including any attachments.

18

From: [Evelyn Stewart](#)
To: [Beth Ann Wann](#)
Subject: Re: Job Vacancy - Communications Director (Public Relations Specialist III)
Date: Tuesday, March 29, 2022 3:41:53 PM
Attachments: [image001.png](#)

Hi Beth Ann,

Links below. Thanks!

<https://www.linkedin.com/feed/update/urn:li:activity:6914671650680520704/>

<https://twitter.com/MPBOnline/status/1508521817216016396/photo/1>



MPB
Mississippi Public Broadcasting

WE'RE HIRING!

FOR THE POSITION OF

COMMUNICATIONS DIRECTOR

-PUBLIC RELATIONS SPECIALIST III

VISIT MPBONLINE.ORG/CAREERS
FOR A COMPLETE DESCRIPTION

*APPLICATIONS MUST BE SUBMITTED ONLINE VIA
THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Date: Tuesday, March 29, 2022 at 3:16 PM
To: Evelyn Stewart <Evelyn.Stewart@mpbonline.org>
Subject: FW: Job Vacancy - Communications Director (Public Relations Specialist III)

Evelyn,
Will you please place this on social media?

Thank you,
Beth Ann

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>

18

Sent: Tuesday, March 29, 2022 3:03 PM

To: All_Group <All@mpbonline.org>; Angela Ferraez <angela@mpbfoundation.org>; Jaime Lowe <jaime@mpbfoundation.org>; Debra Kassoff <debra@mpbfoundation.org>

Subject: Job Vacancy - Communications Director (Public Relations Specialist III)

Position: Communications Director

SPB Title: Public Relations Specialist III

Closes: March 17, 2022

To apply: Applications may be emailed to careers@mpbonline.org

Note: This position is listed as Non-State Service, Exempt.

Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director

MS Public Broadcasting

3825 Ridgewood Road Jackson MS 39211

beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

NOTICE: The information contained in this email and any document attached hereto is intended only for the named recipient(s). If you are not the intended recipient, nor the employee or agent responsible for delivering this message in confidence to the intended recipient(s), you are hereby notified that you have received this transmittal in error, and any review, dissemination, distribution or copying of this transmittal or its attachments is strictly prohibited. If you have received this transmittal and/or attachments in error, please notify me immediately by reply e-mail and then delete this message, including any attachments.

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Administrative Support Assistant IV

DEPARTMENT: Front Desk Reception

ANNUAL ENTRY SALARY: \$28,542.30

JOB DUTIES INCLUDE:

MPB is seeking an Administrative Support Assistant IV. This position serves as front desk receptionist for MPB and will perform a variety of administrative duties in developing and carrying out departmental programs. The successful candidate will demonstrate the ability to multitask, provide support for MPB division heads, maintain organization of departmental files and records, and utilize the statewide MAGIC system. Customer service, switchboard operation, professional telephone etiquette and interpersonal skills are a must. This position is classified as State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

This position requires a high school diploma or equivalent and 3-5 years of experience.

HOW TO APPLY:

Applicants may apply online by visiting:

<https://www.governmentjobs.com/careers/mississippi/jobs/3441435/admin-support-assistant-iv>

Closing Date: March 2, 2022

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

19 Administrative Support Assistant IV



by **Beth Ann Wann** • Published on February 25, 2022 • Comments



CAREERS

TITLE OF POSITION: Administrative Support Assistant IV

DEPARTMENT: Front Desk Reception

ANNUAL ENTRY SALARY: 28,542.30

JOB DUTIES:

MPB is seeking an Administrative Support Assistant IV. This position serves as front desk receptionist for MPB and will perform a variety of administrative duties in developing and carrying out departmental programs. The successful candidate will demonstrate the ability to multitask, provide support for MPB division heads, maintain organization of departmental files and records, and utilize the statewide MAGIC system. Customer service, switchboard operation, professional telephone etiquette and interpersonal skills are a must. This position is classified as State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

This position requires a high school diploma or equivalent and 3-5 years of experience.

HOW TO APPLY:

Applications should be submitted directly to the Mississippi State Personnel Board by clicking [here](#).

Closing Date: March 2, 2022

19

From: [Evelyn Stewart](#)
To: [Beth Ann Wann](#)
Cc: [Sophie Wolf](#)
Subject: Job posted on LinkedIn
Date: Monday, February 28, 2022 4:25:14 PM
Attachments: [image001.png](#)

Hi Beth Ann,

Here's a copy of your Administrative Support Assistant IV job posting on LinkedIn and Twitter with links for tracking purposes.

<https://www.linkedin.com/feed/update/urn:li:activity:6904186488255590400/>

<https://twitter.com/MPBOnline/status/1498423721077346309>

Thanks.

19

 **Mississippi Public Broadcasting**
916 followers
now · 

We're Hiring! MPB is seeking an Administrative Support Assistant IV. This position serves as front desk receptionist for MPB and will perform a variety of administrative duties in developing and carrying out departmental programs. Apply HERE: <https://bit.ly/3C2REiA>



WE'RE HIRING!

FOR THE POSITION OF

ADMINISTRATIVE SUPPORT ASSISTANT IV

FRONT DESK RECEPTION

VISIT [MPBONLINE.ORG/CAREERS](https://www.mpbonline.org/careers)

 Like

 Comment


From: contact@journalismjobs.com
To: Beth Ann Wann
Cc: contact@journalismjobs.com
Subject: JournalismJobs.com Payment Receipt
Date: Tuesday, June 7, 2022 11:48:36 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.


Thank you for posting your job
on JournalismJobs.com.

Payment Receipt

Order Details

Amount Paid: \$200.00

Last Four Digits of Credit Card Used: 9080

Transaction ID Number: 43443245366

Transaction Date: June 07, 2022

Billing Company: Mississippi Public Broadcasting

NOTE: JournalismJobs.com is a subsidiary of NewRoadsMedia.com LLC. Charges will appear as NewRoadsMedia.com LLC on your credit card statement.

JOB DETAILS:

Job ID: 1674939

Job Title: Environmental Justice Reporter, Gulf States Newsroom

2 industries selected: Radio Jobs, Digital Media

Job posted by: beth-ann.wann@mpbonline.org

If you have any questions about this receipt, please email:
info@journalismjobs.com, or call 510-508-7386.

<https://www.journalismjobs.com>

20

From: [Native American Journalists Association](#)
To: [Beth Ann Wann](#)
Subject: Native American Journalists Association Payment receipt
Date: Tuesday, June 7, 2022 1:04:46 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

PAYMENT RECEIPT

Native American Journalists Association

Date: 07-Jun-2022
Amount: \$75.00
Tender: PayPal Payments

Payment received from:
Beth Wann
beth-ann.wann@mpbonline.org
Mississippi Public Broadcasting

Payment for:

Date	Document	
07-Jun-2022	Invoice 05318	Settled amount \$75.00
	Academic / Nonprofit Listing × 1	Invoice total \$75.00
	Delivery: Standard delivery	Due \$0.00

Total settled: \$75.00
Available balance: \$0.00

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from AAJA Career Center for \$150.00 (USD)
Date: Tuesday, June 7, 2022 1:27:38 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find below a copy of your credit card receipt for your posting (s) on the AAJA Career Center.

Order Information

Description: Payment for job posting(s): Environmental Justice Reporter, Gulf States Newsroom
Invoice Number 2844

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39216
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:27:31 PDT
Transaction ID: 43443495815
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 007711

Merchant Contact Information

AAJA Career Center
WINDSOR, CA 95492
US
ERIC@JOURNALISMNEXT.COM

From: [Auto-Receipt](#)
To: [Beth Ann Wann](#)
Subject: Transaction Receipt from Investigative Reporters and Editors for \$100.00 (USD)
Date: Tuesday, June 7, 2022 1:51:57 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Post a Job
 Invoice Number 629f9e07a005b

Billing Information

Radio Operations
 3825 Ridgewood Road
 Jackson, Mississippi 39211
 39211
 beth-ann.wann@mpbonline.org
 (601) 432-6273

Shipping Information

Item	Name	Description	Qty	Taxable	Unit Price	Item Total
9	4 Weeks		1	Y	\$100.00 (USD)	\$100.00 (USD)

Total: \$100.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:50:47 PDT
 Transaction ID: 63755303283
 Payment Method: Visa xxxx9080
 Transaction Type: Purchase
 Auth Code: 007846

Merchant Contact Information

Investigative Reporters and Editors
 Columbia, MO 65211
 US
 heather@ire.org

20

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NABJ Career Center for \$150.00 (USD)
Date: Tuesday, June 7, 2022 12:33:41 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Environmental Justice Reporter, Gulf States Newsroom
Invoice Number 14732

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:33:34 MDT
Transaction ID: 63755158213
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 007713

Merchant Contact Information

NABJ Career Center
Windsor, CA 95492
US
eric@journalismnext.com

20

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NAHJ CAREER CENTER for \$150.00 (USD)
Date: Tuesday, June 7, 2022 1:21:32 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Environmental Justice Reporter, Gulf States Newsroom
Invoice Number 7067

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:21:26 PDT
Transaction ID: 63755249595
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 007911

Merchant Contact Information

NAHJ CAREER CENTER
Windsor, CA 95492
US
eric@nahjcareers.org



YourMembership.com, Inc
Tel. 727-497-6565

RECEIPT

PURCHASER INFO

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
Attn: Beth Ann Wann

ORDER #	R57521367
DATE	05/31/22
IO / PO #	--
AMOUNT PAID	USD 359.00

PURCHASED BY

Beth Ann Wann
6014326273
beth-ann.wann@mpbonline.org

PRODUCT	DESCRIPTION	AMOUNT
High Visibility Package Job Posting - Web	Publicmedlajobs.org (paid - creditcard) Job ID: 63622523 Job Name: Reproductive Health Reporter Job Title: Reproductive Health Reporter	USD 359.00

SUBTOTAL	USD 359.00
TAXES	USD 0.00
TOTAL PAID	USD 359.00
AMOUNT DUE	USD 0.00

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NABJ Career Center for \$150.00 (USD)
Date: Tuesday, May 31, 2022 4:30:51 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Reproductive Health Reporter, Gulf States Newsroom
Invoice Number 14687

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 31-May-2022 15:29:42 MDT
Transaction ID: 63742374336
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 031970

Merchant Contact Information

NABJ Career Center
Windsor, CA 95492
US
eric@journalismnext.com

1247010404

3324700000

Bobby Wicker

From: Beth Ann Wann
Sent: Tuesday, May 31, 2022 10:07 AM
To: Alicia Harris
Subject: FW: Gulf States Newsroom job posting
Attachments: Reproductive Health Reporter JD.docx

FYI -

From: Neely, Priska <neelyp@uab.edu>
Sent: Tuesday, May 31, 2022 9:45 AM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Cc: Owens, Andrea Blackert <andrea@wbhm.org>; Teresa Collier <Teresa.Collier@mpbonline.org>
Subject: Gulf States Newsroom job posting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Beth-Ann,
 I've attached the job description. Please let me know if you need me to shift anything or provide any more information. I'd love it if the format could stay as is. Please let me know when you have it up so I can start posting it and sharing it on my social channels. Since we are trying to post quickly for these, we don't need anything that involves posting longer than a month.

I talked to Teresa on Friday about the environmental justice reporter position. I'd really love to see if there's any possibility that we could make that a normal, salaried position with pay at \$50,000. I don't feel comfortable having a multi-year position that doesn't have the typical benefits and time off built in.

Here are the paid sites for MPB to post. GSN will reimburse

(This is the pricing as of last year, not sure if it's gone up).

Journalismjobs.com

\$250/30 days

Current.org

\$425/30 days – Basic

\$485/30 days – High Visibility – this is the package you went with last time. With this posting, your job will appear in the Featured Jobs box on the Current.org homepage, it will be highlighted as preferred on the job search page and it will be listed in Current's weekly newsletter.

NABJ

\$305/30 days

NAHJ

\$305/30 days

NAJA <https://naja.wildapricot.org/Sys/Store/Products/7142>

75 for nonprofits

AAJA

\$305/30 days

Beth Ann Wann

From: Auto-Receipt <noreply@mail.authorize.net>
Sent: Wednesday, June 1, 2022 10:22 AM
To: Careers
Subject: Transaction Receipt from AAJA Career Center for \$150.00 (USD)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find below a copy of your credit card receipt for your posting (s) on the AAJA Career Center.

Description: Payment for job posting(s): Reproductive Health Reporter, Gulf States Newsroom
Invoice Number 2817

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39216
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 1-Jun-2022 8:22:11 PDT
Transaction ID: 43430391979
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 001907

AAJA Career Center
WINDSOR, CA 95492
US
ERIC@JOURNALISMNEXT.COM

20

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NAHJ CAREER CENTER for \$150.00 (USD)
Date: Wednesday, June 1, 2022 12:37:51 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Reproductive Health Reporter, Gulf States Newsroom
Invoice Number 7036

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 1-Jun-2022 10:37:41 PDT
Transaction ID: 63744609945
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 001424

Merchant Contact Information

NAHJ CAREER CENTER
Windsor, CA 95492
US
eric@nahjcareers.org

1247010404
3324700000

28

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NABJ Career Center for \$150.00 (USD)
Date: Tuesday, June 7, 2022 12:33:41 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Environmental Justice Reporter, Gulf States Newsroom

Invoice Number 14732

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:33:34 MDT
Transaction ID: 63755158213
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 007713

Merchant Contact Information

NABJ Career Center
Windsor, CA 95492
US
eric@journalismnext.com

From: [Auto-Receipt](#)
To: [Careers](#)
Subject: Transaction Receipt from NAHJ CAREER CENTER for \$150.00 (USD)
Date: Tuesday, June 7, 2022 1:21:32 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Payment for job posting(s): Environmental Justice Reporter, Gulf States Newsroom
Invoice Number 7067

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:21:26 PDT
Transaction ID: 63755249595
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 007911

Merchant Contact Information

NAHJ CAREER CENTER
Windsor, CA 95492
US
eric@nahjcareers.org

From: [Native American Journalists Association](#)
To: [Beth Ann Wann](#)
Subject: Native American Journalists Association Payment receipt
Date: Tuesday, June 7, 2022 1:04:46 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

PAYMENT RECEIPT

Native American Journalists Association

Date: 07-Jun-2022
 Amount: \$75.00
 Tender: PayPal Payments

Payment received from:
 Beth Wann
 beth-ann.wann@mpbonline.org
 Mississippi Public Broadcasting

Payment for:

Date	Document	
07-Jun-2022	<u>Invoice 05318</u>	Settled amount \$75.00
	Academic / Nonprofit Listing × 1	Invoice total \$75.00
	Delivery: Standard delivery	Due \$0.00

Total settled: \$75.00
 Available balance: \$0.00

From: contact@journalismjobs.com
To: Beth Ann Wann
Cc: contact@journalismjobs.com
Subject: JournalismJobs.com Payment Receipt
Date: Tuesday, June 7, 2022 11:48:36 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Thank you for posting your job
on JournalismJobs.com.

Payment Receipt

Order Details

Amount Paid: \$200.00

Last Four Digits of Credit Card Used: 9080

Transaction ID Number: 43443245366

Transaction Date: June 07, 2022

Billing Company: Mississippi Public Broadcasting

NOTE: JournalismJobs.com is a subsidiary of NewRoadsMedia.com LLC. Charges will appear as NewRoadsMedia.com LLC on your credit card statement.

JOB DETAILS:

Job ID: 1674939

Job Title: Environmental Justice Reporter, Gulf States Newsroom

2 industries selected: Radio Jobs, Digital Media

Job posted by: beth-ann.wann@mpbonline.org

If you have any questions about this receipt, please email:
info@journalismjobs.com, or call 510-508-7386.

<https://www.journalismjobs.com>

20



YourMembership.com, Inc
Tel. 727-497-6565

RECEIPT

PURCHASER INFO

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
Attn: Beth Ann Wann

ORDER # R57654039
DATE 06/07/22
IO / PO # ---
AMOUNT PAID USD 359.00

PURCHASED BY

Beth Ann Wann
6014326273
beth-ann.wann@mpbonline.org

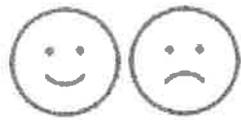
PRODUCT	DESCRIPTION	AMOUNT
High Visibility Package Job Posting - Web	Publicmediajobs.org (paid - creditcard) Job ID: 63753621 Job Name: Environmental Justice Reporter, Gulf States Newsroom Job Title: Environmental Justice Reporter, Gulf States Newsroom	USD 359.00

SUBTOTAL	USD 359.00
TAXES	USD 0.00
TOTAL PAID	USD 359.00
AMOUNT DUE	USD 0.00

2)



Association of Health Care Journalists



Let Association of Health Care Journalists know how your experience was

\$150.00

Post an opportunity :: Wann, Beth Ann ::

Post an opportunity: Full-time position × 1	\$100.00
Post an opportunity: Include this posting in the Daily Update × 1	\$50.00

Total \$150.00



Association of Health Care Journalists
Neff Hall
COLUMBIA, MO 65201

573-884-5606

21

Visa 9072 (Keyed)

Jun 2
2022 at
3:00
PM
#nvGe
Auth
code:
002416

Run your own business?
Start using Square and process \$1,000 in sales for free.

Receipt Settings

Manage preferences

© 2022 Block, Inc. Privacy Policy
1455 Market Street, Suite 600
San Francisco, CA 94103

Map data © OpenStreetMap contributors
© Mapbox Improve this map



JournalismJobs.com

Your ad is now live on JournalismJobs.com.

Your credit card transaction was successful.

Please print this page as your payment receipt.

Amount Charged: \$200.00
Job: Reproductive Health Reporter
Authorization Code: 031091
Date: May 31, 2022

[Click here](#) to go to your Employer Account

In your account, you can view a copy of the ad you just posted or search our general resume database. If you have any questions, please call 510-508-7386 or e-mail info@journalismjobs.com

Thank you for using JournalismJobs.com.

From: Auto-Receipt
To: Beth Ann Wann
Subject: Transaction Receipt from Investigative Reporters and Editors for \$100.00 (USD)
Date: Tuesday, June 7, 2022 1:51:57 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Order Information

Description: Post a Job
 Invoice Number 629f9e07a005b

Billing Information

Radio Operations
 3825 Ridgewood Road
 Jackson, Mississippi 39211
 39211
 beth-ann.wann@mpbonline.org
 (601) 432-6273

Shipping Information

Item	Name	Description	Qty	Taxable	Unit Price	Item Total
9	4 Weeks		1	Y	\$100.00 (USD)	\$100.00 (USD)

Total: \$100.00 (USD)

Payment Information

Date/Time: 7-Jun-2022 11:50:47 PDT
 Transaction ID: 63755303283
 Payment Method: Visa xxxx9080
 Transaction Type: Purchase
 Auth Code: 007846

Merchant Contact Information

Investigative Reporters and Editors
 Columbia, MO 65211
 US
 heather@ire.org

Old Published

from 03/21/2022 - 1:49 PM to 06/07/2022 - 10:16 AM

last updated at 06/07/2022 - 10:16 AM by beth-ann.wann

Porter

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void losing your



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mpb-news-reporter



org/blogs/careers/
ter/



Left Right

js



JOB TITLE: MPB News Reporter (Public Broad
DEPARTMENT: News and Public Affairs
ANNUAL ENTRY SALARY: \$38,000.00 -\$40,000.00

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking a general assignment reporter to anchor and report on MPB's digital platforms. This position will cover a wide range of topics and be asked to anchor newscasts and host programs. This position is critical to our success.

This is a full-time position that is eligible for full benefits including health, dental, and vision insurance.

WHO WE ARE:

Mississippi Public Broadcasting is an eight-station statewide television network. Mississippi Public Broadcasting is also one of three partner stations in the state.

ESSENTIAL DUTIES INCLUDE:

- Applicant must have expertise in news-gathering
- Familiar with public radio news programming
- Pitch story ideas, produce quick-turn newscast stories and live reports
- Produce engaging digital stories and actively contribute to MPB's digital platforms
- Willingness to travel across the state to report stories
- Willingness to work non-standard hours, including occasional evenings and weekends

MINIMUM REQUIREMENTS:

21

From: [Lesa Rice](#)
To: [Careers](#)
Subject: Your ABA Job Post
Date: Tuesday, March 29, 2022 12:04:17 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Confirmation of your job listing on ABA website

[Job] ~ MPB News Reporter

[Description] ~ JOB TITLE: MPB News Reporter (Public Broadcasting Specialist II)

DEPARTMENT: News and Public Affairs

ANNUAL ENTRY SALARY: \$38,000.00 -\$40,000.00

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking a general assignment radio reporter to join our award-winning news team. This person is primarily responsible for daily newscast stories, NPR-style features/two-ways and producing news content for MPB's digital platforms. This position will cover a wide range of topics throughout the state. The ideal candidate should be a self-starter with strong news judgment who's enterprising and capable of generating story ideas. The reporter may be asked to anchor newscasts and host programs. This position is classified as State Service, Exempt. EOE M-F

This is a full-time position that is eligible for full benefits including excellent medical, dental and vision, ten paid holidays and a 401(a) retirement plan.

WHO WE ARE:

Mississippi Public Broadcasting is an eight-station statewide television and radio network. The network has been honored with four National Edward R. Murrow awards and several regional awards for excellence in broadcast journalism. Mississippi Public Broadcasting is also one of three partner stations of The Gulf States Newsroom. This exciting, new collaborative reporting project works to plan coverage, share resources and increase reporting power in the gulf region.

ESSENTIAL DUTIES INCLUDE:

- Applicant must have expertise in news-gathering
- Familiar with public radio news programming
- Pitch story ideas, produce quick-turn newscast stories and long-form features
- Produce engaging digital stories and actively contribute to MPB's social media channels.
- Willingness to travel across the state to report stories
- Willingness to work non-standard hours, including occasional weekends and holidays

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university in Radio/Television/Film or a related field; (AND) one (1) to three (3) years of experience in work related to the described duties.

Note: Samples of work required when contacted for an interview.

HOW TO APPLY:

21

Beth Ann Wann

From: Auto-Receipt <noreply@mail.authorize.net>
Sent: Wednesday, June 29, 2022 2:21 PM
To: Careers
Subject: Transaction Receipt from NABJ Career Center for \$150.00 (USD)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Description: Payment for job posting(s): Mississippi Edition Executive Producer
Invoice Number 14961

Billing Information

Mississippi Public Broadcasting
3825 Ridgewood Road
Jackson, Mississippi 39211
United States
careers@mpbonline.org

Shipping Information

Total: \$150.00 (USD)

Date/Time: 29-Jun-2022 13:21:12 MDT
Transaction ID: 63790561107
Payment Method: Visa xxxx9080
Transaction Type: Purchase
Auth Code: 029634

Merchant Contact Information

NABJ Career Center
Windsor, CA 95492
US
eric@journalismnext.com

Applicants may submit State of Mississippi application to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211.

Applicants may email resumes to careers@mpbonline.org.

Closing Date: Open Until Filled
[Email] ~ careers@mpbonline.org

22

MPB Executive Director - job vacancy



Beth Ann Wann
To: Beth Ann Wann

Cc: nparikh@mississippi.org; mcoyo@mississippi.org; NAACPMS@ballsouth.net; nabe1@nab.org; Stephanie.McGee@boxwoodtech.com; nahj@nahj.org; ewa@ewa.org; info@pmbonline.org; ryann@rtdna.org; karenh@rtdna.org; Sara.johnson@sjobhmsnconcollection.com; nbordlee@timespicayune.com



Executive Director.pdf
148 KB



MPB Executive Director AdCopy NETA.pdf
175 KB

Reply Reply All Forward Thu 2/1/2022 2:43 PM

Good afternoon,

Please post the attached job vacancy announcement for the Executive Director position at Mississippi Public Broadcasting on your website. NETA is conducting our search and applications and resumes should be sent directly to them using the attached instructions.

Thank you.



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

22



MPB Radio Production Order

Lookup Code:		Client Type:	
Account Manager:	Beth Ann Wann	Booking Date:	
Start Date:	12/7/2023	End Date:	03/14/2022
Spot Title: MPB Executive Director			

Length		Voice			Music	
:15	:30	M	F	Y	N	

Copy (:15)

12 pt. Font / Times New Roman only

Copy (:30)

12 pt. Font / Times New Roman only

Approved by Ryanne Duffie Saucier

Bobby Wicker

From: Beth Ann Wann
Sent: Tuesday, February 15, 2022 5:19 PM
To: Tom Rieland
Cc: Skip Hinton
Subject: RE: Ad placement for MPB Exec Director

Tom/Skip,

The MPB Executive Director position has been posted on the Mississippi Association of Broadcaster's website.
<https://msbroadcasters.org/job/mpb-executive-director/>

I could not select both radio and tv so I went with radio. I've got some other places I plan to send this tomorrow. Once I have the full list, I will send it to you.

Thanks,
Beth Ann

From: Tom Rieland <Tom@netaconsulting.org>
Sent: Tuesday, February 15, 2022 2:19 PM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Cc: Skip Hinton <Skip@netaconsulting.org>
Subject: Re: Ad placement for MPB Exec Director

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks Beth Ann.

Thomas Rieland
tom@netaconsulting.org
614.432.1485

On Feb 15, 2022, at 3:07 PM, Beth Ann Wann <beth-ann.wann@mpbonline.org> wrote:

CAUTION: EXTERNAL EMAIL - Do not click links or open attachments unless verified. Mark spam email as junk and report all suspicious email using the Phish Alert Button.

Tom,

I reached out to Amanda for directions for posting on the site but it's not working. I've left her a voicemail to try and get some assistance. I'll let you know when that has been handled.

The ad is on our MPB website, LinkedIn, as well as playing on MPB's radio spots.

Thanks,

22

Beth Ann

From: Tom Rieland <Tom@netaconsulting.org>
Sent: Friday, February 11, 2022 2:29 PM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Subject: Re: Ad placement for MPB Exec Director

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Beth Ann, I was communicating with Amanda Fontaine — see below her response to posting open positions. Maybe you could reach out to her. I assume she knows Teresa.

**

Hi Tom! On our website, we are not able to post open positions because it says the position is for MPB. Teresa should be set up to post on our site. Is it possible for her to do it? Let me know if I can do anything for you. Good luck finding the perfect person to fill the position!

Thanks!

Amanda S. Fontaine
Executive Director

amanda@msbroadcasters.org

Thomas Rieland
tom@netaconsulting.org
614.432.1485

On Feb 11, 2022, at 3:22 PM, Beth Ann Wann <beth-ann.wann@mpbonline.org> wrote:

CAUTION: EXTERNAL EMAIL - Do not click links or open attachments unless verified. Mark spam email as junk and report all suspicious email using the Phish Alert Button.

Do you have a contact person there that told you MPB had to post it? I've reached out to them before on previous positions and got no response. If you have a specific person's contact information, that would be helpful. Thanks.

From: Tom Rieland <Tom@netaconsulting.org>
Sent: Friday, February 11, 2022 1:37 PM

22

Current

4400 Massachusetts Ave. NW
Washington, DC 20016-8122
+1 2028856412
rogers@current.org
www.current.org



INVOICE # 22-1078
DATE 03/02/2022
DUE DATE 03/04/2022
TERMS Net 30

INVOICE

BILL TO

Beth Ann Wann
Mississippi Public Broadcasting
3825 Ridgewood Rd.
Jackson, MS 39211

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	ACTIVITY	QTY	RATE	AMOUNT
03/29/2022	Career Fair Enhanced Visibility Booth, earlybird Local Station Enhanced Visibility, until March 11	1	600.00	600.00

Thank you for "keeping Current".

BALANCE DUE

\$600.00

Current is a service of the American University School of Communication.
Make checks payable to Current.
To pay online look for "Pay an Invoice" link at Current.org (top of the web page).

ACI PAYMENTS, INC.**American University****Current Newspaper**

Confirmation Number: 002483
Payment Date: Wednesday, March 2, 2022
Payment Time: 11:47AM ET

Payer Information

Name: Beth Ann Wann
Street Address: 3825 Ridgewood Road
 Jackson
 Jackson, MS 39211
 United States
Daytime Phone Number: (601) 432 - 6273
E-mail Address: beth-ann.wann@mpbonline.org
Invoice Number: 22-1078
Full Name: Beth Ann Wann
Organization Name: Mississippi Public Broadcasting

Card Information

Card Type: Visa
Card Number: *****9072
Card Verification Number: ****

Payment Information

Payment Type: Current Newspaper
Payment Amount: \$600.00

Thank you for using ACI Payments, Inc. If you have a question regarding your payment, please call us toll free at 1-800-487-4567. To make payments in the future, please visit our website at acipayonline.com.

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22

To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Subject: Ad placement for MPB Exec Director

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Beth Ann,

Can MPB place the job ads you usually do in the local or statewide publications/online for the executive director position? I tried to post through Miss. Assoc. of Broadcasters, but they have to have MPB post it. Perhaps because they only seem to post member station job opportunities. If there is a place where they charge per word, we can reduce the ad.

Also, let me know where these postings occur so we can track everything. We are placing in many national sites. Thanks so much!

Tom Rieland, NETA Consulting

Thomas Rieland
tom@netaconsulting.org
614.432.1485

CONFIDENTIALITY NOTICE:

The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

MPB Executive Director - job vacancy



To: Beth Ann Wann

Cc: Beth Ann Wann

Bcc: lrice@al-ba.com; stinaley@al-ba.com; mcapuano@allaccess.com; antoniois@aja.org; info@b-roll.net; info@tvjobs.com; BDR@thebdr.net; Claire@blue-compass.com; tom@ilimandypro.com; info@journalismjobs.com; dan@journalistjobs.com; mediamline@medialine.com; Newslink@mpr.org; nparikh@mississippi.org; tmoyo@mississippi.org; NAACPMS@bellsouth.net; nabeif@mab.org;



Executive Director.pdf

148 KB



MPB Executive Director AdCopy NETA.pdf

175 KB

Reply · Reply All · Forward · Thu, 2/7/2022 2:43 PM

Good afternoon,

Please post the attached job vacancy announcement for the Executive Director position at Mississippi Public Broadcasting on your website. NETA is conducting our search and applications and resumes should be sent directly to them using the attached instructions.

Thank you.



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: MPB Executive Director
DEPARTMENT: Executive
ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

The MPB Executive Director plans, directs and leads the management of MPB to create and distribute national and local content on broadcast stations, web, digital, social media and other distribution platforms. Responsible for building a sound fiscal organization through prudent budgeting and revenue generation from grants, community, individual, corporate, foundation, state and federal sources to support the mission and vision of MPB. Builds advocacy and beneficial collaborations through the Mississippi Public Broadcasting Foundation Board of Directors and other state and local community leadership. The Executive Director oversees the organization's investment in, and utilization of, media technology. This position is classified as Non-State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

Candidates must have a bachelor's level degree, preferably in communication, or equivalent combination of education and experience. Also required is a minimum nine (9) years related experience, five (5) years of which must include successful and relevant senior management leadership experience in public media, nonprofit, business or education fields. Experience managing and preparing a budget is required.

Demonstrated experience as a fundraiser and relationship builder is required as is the ability to lead, manage, and retain a diverse, talented, motivated, inclusive staff.

A thorough understanding of public media and its unique programming, technology, fiscal and fundraising challenges and opportunities is desired.

Must be able to define, effectively communicate and implement an organizational vision within and outside of MPB that reaches and reflects the diverse population of the state.

HOW TO APPLY:

MPB is assisted in this recruitment by NETA Consulting. If you are interested in applying, send your resume and a one-page vision statement for MPB and public media to apply@neticonsulting.org.

Applications will be accepted and considered until the position is filled. It is recommended that applications be submitted no later than March 14, 2022.

For additional information, please contact Tom Rieland or Skip Hinton (email *first name at NETAConsulting(dot)org*)

MPB's commitment to diversity and inclusion is reflected in its employment policies: MPB provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211



Mississippi Public Broadcasting

Mississippi Public Broadcasting (MPB), a statewide public television and radio network, seeks applications for the position of Executive Director. The Executive Director reports to the Mississippi Authority for Educational Television's Board of Directors. MPB is an agency of the State of Mississippi, located in Jackson, Mississippi.

Mississippi Public Broadcasting is an eight-station statewide television and radio network that has been honored with four National Edward R. Murrow awards.

The MPB Executive Director plans, directs and leads the management of MPB to create and distribute national and local content on broadcast stations, web, digital, social media and other distribution platforms. Responsible for building a sound fiscal organization through prudent budgeting and revenue generation from grants, community, individual, corporate, foundation, state and federal sources to support the mission and vision of MPB. Builds advocacy and beneficial collaborations through the Mississippi Public Broadcasting Foundation Board of Directors and other state and local community leadership. The Executive Director oversees the organization's investment in, and utilization of, media technology.

Candidates must have a bachelor's level degree, preferably in communication, or equivalent combination of education and experience. Also required is a minimum nine (9) years related experience, five (5) years of which must include successful and relevant senior management leadership experience in public media, nonprofit, business or education fields. Experience managing and preparing a budget is required.

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A thorough understanding of public media and its unique programming, technology, fiscal and fundraising challenges and opportunities is desired.

Must be able to define, effectively communicate and implement an organizational vision within and outside of MPB that reaches and reflects the diverse population of the state.

A [full job description](https://www.mpbonline.org/blogs/careers/mpb-executive-director/) and information regarding MPB is available at <https://www.mpbonline.org/blogs/careers/mpb-executive-director/>

MPB is assisted in this recruitment by NETA Consulting. If you are interested in applying, send your resume and a one-page vision statement for MPB and public media to apply@netaconsulting.org. Applications will be accepted and considered until the position is filled. It is recommended that applications be submitted no later than March 14, 2022.

22

For additional information, please contact Skip Hinton (skip@netaconsulting.org) or Tom Rieland (tom@netaconsulting.org)

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22

From: jobs@tvjobs.com
To: [Beth Ann Wann](#)
Subject: TVJobs.com - Executive Director job posted
Date: Friday, February 18, 2022 8:14:04 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

JOB POSTING NOTIFICATION FROM TVJOBS

The "Executive Director" position for Mississippi Public Broadcasting was just posted in the Job Bank and is now available on-line ...

Station : Mississippi Public Broadcasting
Position : Executive Director
Category : General Manager
Database : Television
Job ID : TVJ#34393366
Posted : 2/17/2022
Expires : 3/17/2022
Status : Non-Registered Employer - New Job Listing
Ad Text :

Executive Director

JOB VACANCY
MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER
TITLE OF POSITION: MPB Executive Director
DEPARTMENT: Executive
ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

The MPB Executive Director plans, directs and leads the management of MPB to create and distribute national and local content on broadcast stations, web, digital, social media and other distribution platforms. Responsible for building a sound fiscal organization through prudent budgeting and revenue generation from grants, community, individual, corporate, foundation, state and federal sources to support the mission and vision of MPB. Builds advocacy and beneficial collaborations through the Mississippi Public Broadcasting Foundation Board of Directors and other state and local community leadership. The Executive Director oversees the organization's investment in, and utilization of, media technology. This position is classified as Non-State Service, Exempt. EOE M-F

MINIMUM REQUIREMENTS:

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Must be able to define, effectively communicate and implement an organizational vision within and outside of MPB that reaches and reflects the diverse population of the state.

HOW TO APPLY:

MPB is assisted in this recruitment by NETA Consulting. If you are interested in applying, send your resume and a

one-page vision statement for MPB and public media to apply@netaconsulting.org. Applications will be accepted and considered until the position is filled. It is recommended that applications be submitted no later than March 14, 2022.

For additional information, please contact Tom Rieland or Skip Hinton (email first name at NETAConsulting(dot)org)

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This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

Notes :

1. We recommend that you either save or print this page and provide the above Job ID number to a TVJobs administrator in any future correspondence concerning this ad.
2. We recommend that you print this page and include it with your EOE file for this position as confirmation that this job was posted for the above duration at TVJobs (<https://www.tvjobs.com>)
3. We will send notification of pending expiration 5 days prior to the expiration date to enable you to extend the job, if necessary. Should you need this job extended, e-mail admin@tvjobs.com, supply reference number and amount of additional time needed. We are happy to extend the position for you.
4. If no extension is needed, the job will be automatically removed at 1 am PST on 3/17/2022.
5. If for any reason you need the listing removed early, e-mail admin@tvjobs.com, supply reference number and reason for removal.
6. If you would like to verify that the actual job listing is online, point your browser to:

<https://www.tvjobs.com/cgi-bin/JOB?ID=>

TIP! The above address is a good way to check on the status of this position. Keep this address where you can easily find it.

Thank you very much for posting your available positions at TVJobs. If we can be of any further assistance, don't hesitate to ask.

Best Regards

Mark C. Holloway
Broadcast Employment Services
TVJobs
admin@tvjobs.com

22

>>This message has been automatically generated by TVJobs to help you manage your online jobs.<<

22

From: [Lesa Rice](#)
To: [Beth Ann Wann](#)
Subject: Your ABA Job Post
Date: Thursday, February 17, 2022 3:19:53 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Confirmation of your job listing on ABA website

[Job] ~ MPB Executive Director

[Description] ~ MISSISSIPPI PUBLIC BROADCASTING

IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: MPB Executive Director

DEPARTMENT: Executive

ANNUAL ENTRY SALARY: Competitive

JOB DUTIES INCLUDE:

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For additional information, please contact Tom Rieland or Skip Hinton (email first name at [NETAConsulting\(dot\)org](mailto:NETAConsulting(dot)org))

MPB's commitment to diversity and inclusion is reflected in its employment policies: MPB provides equal employment

opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type

without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual

orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

FOR FURTHER INFORMATION, CONTACT:

MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION

22

3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211
[Email] ~ beth-ann.wann@mpbonline.org

Old Published

from 05/20/2022 - 4:01 PM to 10/03/2022 - 11:04 AM

last updated at 10/03/2022 - 11:04 AM by beth-ann.wann

Designer

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logs/careers/
gner/



Right



JOB TITLE: Motion Graphics Designer (Public B

DEPARTMENT: Television

ANNUAL ENTRY SALARY: \$35,000.00 - \$40,286.40

JOB DESCRIPTION:

Mississippi Public Broadcasting is seeking a Motion Graphics Design
graphics software to make visually creative motion graphics. Profic
have good time management skills and the capacity to manage m
EOE M-F

To be considered, applicants must provide:

- Detailed work history.
- Detailed educational history.
- Descriptions of creative software used and level of proficiency
- A link to your portfolio of creative work, including your best mc
- A minimum of three references that can address the quality of
-

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or unive

HOW TO APPLY:



Requisition Number
52591

Division
N/A

Positions
△ Public Broadcasting Specialist...

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Class Spec
Public Broadcasting Specialist II (93...

Working Title
Motion Graphics Designer

Job Type
Full-Time

Vacancies
1

EEO/Census Data Template
N/A

List Type
Regular

Desired Start Date
05/23/2022

Owner
ELIZABETH WANN

Hiring Manager
ELIZABETH WANN

Agency Minimum Salary
\$35000.00

HR Analyst
CLPH 139

About the Agency

Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

Agency Maximum Salary
\$40286.40

About the Position

Mississippi Public Broadcasting is seeking a Motion Graphics Designer to work on television productions and web video projects. Serious candidates should have a portfolio of work demonstrating professional graphic design skills and fluency in graphics software to make visually creative motion graphics. Proficiency in Adobe Creative Suite Software (Premiere, After Effects, Photoshop) is strongly preferred. Experience in video editing is also strongly preferred. Serious candidates should have good time management skills and the capacity to manage multiple deadlines. Candidates should also be good communicators who understand how to work as part of creative teams. This position is classified as State-State Service, Exempt. EOE M-F

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay

Preferred Qualifications

A Bachelor's Degree from an accredited four-year college or university; (AND) one (1) to four (4) years of experience. Proficiency in Adobe Creative Suite Software (Premiere, After Effects, Photoshop) is strongly preferred.

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connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
Serious candidates should have good time management skills and the capacity to manage multiple deadlines. Candidates should also be good communicators who understand how to work as part of creative teams.

Requisition Start Date (mm/dd/yyyy)
5/24/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

Requisition End Date (mm/dd/yyyy)
6/14/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Often day only

Attachments

There are no available attachments

Approvals

No Approvals.



Requisition Detail

Motion Graphics Designer (52591) [Open](#)

Requisition Information

MPB Job Vacancy - Motion Graphics Designer



Beth Ann Wann
To: Beth Ann Wann

Bcc: jmitchell@alcorn.edu; avilliss@alcorn.edu; mcapuano@alaccess.com; info@b-i-oll.net; info@tyjobs.com; lakeun.armstrong_ctr@mail.mil; mangie.L.shanks_ctr@mail.mil; danon.d.hardy_ctr@mail.mil; betty.L.coleman14_ctr@mail.mil; Celeste.williamson@colin.edu; katy.prefontaine@communitybrands.com; c3injit@yahoo.com; jobrider@mdes.ms.gov; tom@filmandtypro.com; dunnsg@gram.edu; robert.allen@hindsc.edu; Douglas.berry@hindsc.edu; jacob.wright@hindsc.edu; alexander@holmescc.edu; alicethomastisdale@gmail.com; jobplace@sums.edu; info@journalismjobs.com; jimnymay@midtownpartners.org; careercenter@millsaps.edu;

You responded on Friday, December 6, 2023 10:23 AM.



Motion Graphics Designer (Public Broadcasting Specialist II).pdf
1.30 KB



Blank SPB Application Fillable.pdf
1.29 KB

Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Motion Graphics Designer (Public Broadcasting Specialist II) on your website. Applicants may submit resumes and/or applications (attached) to careers@mpbonline.org. This posting will remain open until filled. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211

Reply · Reply All · Forward
Tue 5/24/2023 11:37 AM

MPB Job Vacancy - Motion Graphics Designer

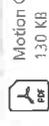


Beth Ann Wann
To: Beth Ann Wann

lrcr lalexander@holmescc.edu; alicehomasisdale@gmail.com; jobplace@jsums.edu; info@journalistjobs.com; jimmymay@midtownpartners.org; careercenter@millsaps.edu; amanda@msbroadcasters.org; nparikh@mississippi.org; linkads@bellsouth.net; publisher@mississippiink.com; njones@career.msstate.edu; t.williams@muw.edu; careerservices@mvsu.edu; NAACPMS@bellsouth.net; nahj@nahj.org; jfisher@netonline.org; rdlewis@npr.org; info@pmbaonline.org; karenh@tchad.org; cpaige@lougaloa.edu; ccoury@tulane.edu; ejones@uwa.edu; jsharp@a-teamsolutions.com

Reply Reply All Forward ...
Thu 12/24/2022 11:27 AM

You responded on Friday, December 8, 2023 10:23 AM.



Motion Graphics Designer (Public Broadcasting Specialist I).pdf
1.30 KB



Blank SPB Application Fillable.pdf
129 KB

Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Motion Graphics Designer (Public Broadcasting Specialist II) on your website. Applicants may submit resumes and/or applications (attached) to careers@mpbonline.org. This posting will remain open until filled. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Motion Graphics Designer (Public Broadcasting Specialist II)

DEPARTMENT: TV

ANNUAL ENTRY SALARY: \$35,000.00 - \$40,286.40

JOB DUTIES INCLUDE: Mississippi Public Broadcasting is seeking a Motion Graphics Designer to work on television productions and web video projects. Serious candidates should have a portfolio of work demonstrating professional graphic design skills and fluency in graphics software to make visually creative motion graphics. Proficiency in Adobe Creative Suite Software (Premiere, After Effects, Photoshop) is strongly preferred. Experience in video editing is also strongly preferred. Serious candidates should have good time management skills and the capacity to manage multiple deadlines. Candidates should also be good communicators who understand how to work as part of creative teams. This position is classified as State-State Service, Exempt. EOE M-F

To be considered, applicants must provide:

- Detailed work history.
- Detailed educational history.
- Descriptions of creative software used and level of proficiency with each.
- A link to your portfolio of creative work, including your best motion graphics work.
- A minimum of three references that can address the quality of your creative work and your work ethic.

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university; (AND) one (1) to four (4) years of experience.

HOW TO APPLY:

Applicants may submit a resume and/or application to careers@mpbonline.org.

Closing Date: Open Until Filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

3

From: [Beth Ann Wann](#)
To: [RadioUnderwriting](#)
Subject: Motion Graphics Designer - Radio Announcement
Date: Friday, May 20, 2022 3:55:00 PM
Attachments: [Motion Graphics Designer \(Public Broadcasting Specialist II\).pdf](#)
[0087-Communications Director RA 03 2022.docx](#)
[0138-Graphics Motion Designer.xls](#)

Please see the attached documents requesting that our Motion Graphics Designer vacancy be placed on the radio. Please let me know if you have any questions.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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23

From: [Evelyn Stewart](#)
To: [Beth Ann Wann](#)
Subject: Re: Job Vacancy
Date: Monday, May 23, 2022 9:59:26 AM
Attachments: [image001.png](#)

OK. Thanks for the heads up. I was about to put it out there. LOL

Here's your receipt for the Motion Graphic Designer listing. I had to wait until it posted on Saturday to get a link for it.

LN: <https://www.linkedin.com/company/mississippi-public-broadcasting/posts/?feedView=all>

TW: <https://twitter.com/MPBOnline/status/1528065839039016960/photo/1>

Mississippi Public Broadcasting ...
MPB  953 followers
1d · 

MPB is seeking a Motion Graphics Designer to work on television productions and web video projects. Serious candidates should have a portfolio of work demonstrating professional graphic design skills and fluency in graphics software to make visually creative motion graphics. Tap the link for details:
<https://bit.ly/3IBoFuR>



The advertisement features a black and white photograph of a smiling man sitting at a desk with a laptop. The text is overlaid on the right side of the image. At the top right is the MPB logo with the tagline 'Mississippi Public Broadcasting'. Below that, the text reads: 'WE'RE HIRING!' in large, bold, capital letters. Underneath, it says 'FOR THE POSITION OF' in smaller capital letters, followed by 'MOTION GRAPHICS DESIGNER' in large, bold, capital letters, and '-PUBLIC BROADCASTING SPECIALIST II' in smaller, bold, capital letters. Below this, it says 'VISIT MPBONLINE.ORG/CAREERS FOR A COMPLETE DESCRIPTION' in bold, capital letters. At the bottom, in smaller, bold, capital letters, it says '*APPLICATIONS MUST BE SUBMITTED ONLINE VIA THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.' A small caption at the bottom left of the photo reads '136658_Motion-Graphics-Designer.webp'.

From: Beth Ann Wann <beth-ann.wann@mpbonline.org>

23

Date: Monday, May 23, 2022 at 9:30 AM

To: Lisa Lancaster <Lisa.Lancaster@mpbonline.org>, Evelyn Stewart <Evelyn.Stewart@mpbonline.org>

Subject: FW: Job Vacancy - Audio Producer

Just a heads up – this will not need to be placed on the radio or on social media as we are only advertising in-house at this time. I'll let you guys know if this changes. Thanks!

From: Beth Ann Wann

Sent: Monday, May 23, 2022 9:30 AM

To: All_Group <All@mpbonline.org>; Angela Ferraez <angela@mpbfoundation.org>; Jaime Lowe <jaime@mpbfoundation.org>; Debra Kassoff <debra@mpbfoundation.org>

Subject: Job Vacancy - Audio Producer

Position: Audio Producer
SPB Classification: Public Broadcasting Specialist II
Closes: May 25, 2022
To apply: Applications may be submitted to careers@mpbonline.org.

Note: This position is listed as State-State Service, Exempt. Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer. This position is only being advertised within MPB at this time.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Human Resources Director

SPB TITLE: Human Resources Manager

DEPARTMENT: Human Resources

ANNUAL ENTRY SALARY: \$74,308.36

JOB DESCRIPTION:

MPB is seeking a Human Resources Director to manage the daily operations of the Human Resources Office. This position serves on the Executive Team and works closely with the Executive Director to strategically plan short and long-term human resource goals of the organization. Responsible for talent acquisition and retention, classification and compensation, and workforce development. Maintains relationships with statewide HR partners. Must have a working knowledge of the State Employee Handbook, MSPB Variable Compensation Plan, and MSPB Policies and Procedures. Must be familiar with FMLA and worker's compensation as it applies to state and federal laws. Maintains the Performance Review System for the agency. Oversees benefits management for the agency. This is an Exempt, non-state service position that serves at the will and pleasure of the executive director. MPB is an equal opportunity employer.

WHAT YOU'LL NEED TO BE SUCCESSFUL:

Effective written and verbal communication skills, excellent organizational skills, ability to maintain confidentiality, working knowledge of Microsoft Office Suite, MAGIC EC, SPAHRS, and NEOGOV. Professional and courteous attitude, ability to prioritize and manage time with little supervision. High standard of ethics, deadline driven.

MINIMUM REQUIREMENTS:

Typically requires a bachelor's degree, 10 years of human resources experience and 3-4 years of supervisory experience. Experience using SPAHRS, MAGIC EC, and NEOGOV. Previous experience handling grievances, hiring, terminations, and disciplinary actions.

HOW TO APPLY:

Applications may be submitted online directly to the Mississippi State Personnel Board by clicking [here](#).

Applications may also be emailed to careers@mpbonline.org.

Closing Date: Open Until Filled

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

24

From: [Beth Ann Wann](#)
To: [All Group](#); ["Angela Ferraez"](#); [Jaime Lowe](#); [Bill Ellison](#); [Debra Kassoff](#)
Subject: Job Vacancy - Human Resources Director
Date: Tuesday, October 18, 2022 10:45:27 AM
Attachments: [Human Resources Manager.pdf](#)
[Blank SPB Application Fillable.pdf](#)

Position: Human Resources Director
SPB Title: Human Resources Manager
To apply: Applications may be submitted directly to [SPB's website](#) or by submitting an application to careers@mpbonline.org.
Closes: Open Until Filled

Note: This position is listed as Non-State Service, Exempt.
Attached are the job duties/minimum requirements for these positions. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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24

From: [Lisa Lancaster](#)
To: [RadioUnderwriting](#); [Beth Ann Wann](#)
Subject: HR Director spot
Date: Thursday, October 20, 2022 9:06:26 AM
Attachments: [protrack_report.pdf](#)

This spot has been produced and placed.



Lisa Lancaster | Traffic Manager,
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
Lisa.Lancaster@mpbonline.org | 601-432-6800 www.mpbonline.org

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24

From: [Beth Ann Wann](#)
To: Jxncahra@yahoo.com
Subject: MPB Job Vacancy - Human Resources Director
Date: Thursday, October 20, 2022 1:31:00 PM
Attachments: [Human Resources Manager.pdf](#)
[Blank SPB Application Fillable.pdf](#)

Please post the following on your website and/or share with your local chapter members.

MPB is seeking a Human Resources Director to manage the daily operations of the Human Resources Office. This position serves on the Executive Team and works closely with the Executive Director to strategically plan short and long-term human resource goals of the organization. For the full job description, please visit: <https://www.mpbonline.org/blogs/careers/human-resources-director/>.

Attached is a blank application that can be filled out and mailed to careers@mpbonline.org or applications may be submitted directly to the [Mississippi State Personnel Board's website](#). This position is listed as non-state service, exempt. Attached are the job duties/minimum requirements as well as a blank application. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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Old Published

from 10/18/2022 - 10:44 AM to 11/03/2022 - 1:23 PM

last updated at 11/03/2022 - 1:23 PM by beth-ann.wann

TITLE OF POSITION: Human Resources Director

SPB TITLE: Human Resources Manager

DEPARTMENT: Human Resources

ANNUAL ENTRY SALARY: \$74,308.36

JOB DESCRIPTION:

MPB is seeking a Human Resources Director to manage human resource goals of the organization. Responsible for the State Employee Handbook, MSPB Variable Compensation the agency. Oversees benefits management for the agency.

WHAT YOU'LL NEED TO BE SUCCESSFUL:

Effective written and verbal communication skills, excellent prioritize and manage time with little supervision. High :

MINIMUM REQUIREMENTS:

Typically requires a bachelor's degree, 10 years of human disciplinary actions.

HOW TO APPLY:

44



Requisition Detail

Human Resources Manager (55737) Open

Requisition Information

Requisition Number
55737

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Working Title
Human Resources Manager

Vacancies
1

List Type
Regular

Owner
ELIZABETH WANN

Agency Minimum Salary
\$74308.36

About the Agency
Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

Division
N/A

Class Spec
[Human Resources Manager \(9459\)](#)

Job Type
Full-Time

EEO/Census Data Template
N/A

Desired Start Date
10/17/2022

Hiring Manager
ELIZABETH WANN

HR Analyst
CLPH 139

Agency Maximum Salary
\$97529.72

About the Position
MPB is seeking a Human Resources Director to manage the daily operations of the Human Resources Office. This position serves on the Executive Team and works closely with the Executive Director to strategically plan short and long-term human resource goals of the organization. Responsible for talent acquisition and retention, classification and compensation, and workforce development. Maintains relationships with statewide HR partners. Must have a working knowledge of the State Employee Handbook, MSPB Variable Compensation Plan, and MSPB Policies and Procedures. Must be familiar with FMLA and worker's compensation as it applies to state and federal laws. Maintains the Performance Review System for the

Positions

[△ Human Resources Manager \(...\)](#)

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
Effective written and verbal communication skills, excellent organizational skills, ability to maintain confidentiality, working knowledge of Microsoft Office Suite, MAGIC EC, SPAHRS, and NEOGOV. Professional and courteous attitude, ability to prioritize and manage time with little supervision. High standard of ethics, deadline driven.

Requisition Start Date (mm/dd/yyyy)
10/17/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

agency. Oversees benefits management for the agency.

Preferred Qualifications
Typically requires a bachelor's degree, 10 years of human resources experience and 3-4 years of supervisory experience. Experience using SPAHRS, MAGIC EC, and NEOGOV. Previous experience handling grievances, hiring, terminations, and disciplinary actions.

Requisition End Date (mm/dd/yyyy)
10/25/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Some day only

24

Attachments

There are no available attachments

Approvals

No Approvals.

24

Bobby Wicker

From: Shelia Byrd
Sent: Friday, December 8, 2023 11:25 AM
To: Bobby Wicker
Subject: FW: Social Post HR Manager position

From: E S <estew77@gmail.com>
Sent: Tuesday, October 18, 2022 12:22 PM
To: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Cc: Shelia Byrd <shelia.byrd@mpbonline.org>
Subject: Re: Social Post HR Manager position

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Beth Ann,

Below are your links for the job posting. Thanks.

<https://www.linkedin.com/company/1074644/>

<https://twitter.com/MPBOnline/status/1582420580971974656/photo/1>

On Tue, Oct 18, 2022 at 10:56 AM Elisabeth Rivers <elisabeth.rivers@mpbonline.org> wrote:

Hey, Evelyn – Please see attached, letting Beth Ann and Shelia know when you have it scheduled.

Job Vacancy - Human Resources Director

Position: Human Resources Director

SPB Title: Human Resources Manager

To apply: Applications may be submitted directly to [SPB's website](#) or by submitting an application to careers@mpbonline.org.

Closes: Open Until Filled

MPB is an Equal Opportunity Employer.

25

MPB Job Vacancy - Education Specialist



Beth Ann Wann
To

Bcc: jimitchell@alcorn.edu; awillis@alcorn.edu; laken.n.armstrong.ctr@mail.mil; mangle.lshanks.ctr@mail.mil; daron.d.hardy.ctr@mail.mil; betty.L.cole-an14.cti@mail.mil; Celeste.williamson@colin.edu; joborder@mdes.ms.gov; alicethornastisdale@gmail.com; jobplace@jsums.edu; jimmymay@midtownpat.net; careercenter@mlleaps.edu; publisher@mississippiink.com; careerservices@msvu.edu; NAACPMS@bellsouth.net; Maryanne@netonline.org; jfisher@netonline.org; rdlewis@mpi.org; cpalige@tougalo.edu; cccoury@tulane.edu; jackie.sharp@wfwms.org

11/9/2022 1:13 PM
Forward
Reply
Reply All

Education Program Development Specialist I (Education Specialist).pdf
158 KB

Good afternoon.

Please post the attached job vacancy announcement for Mississippi Public Broadcasting's Education Specialist (Education Program Development Specialist I) on your website. Applicants must submit applications online directly to the Mississippi State Personnel Board here: <https://www.governmentjobs.com/careers/mississippi/jobs/374295/education-program-development-specialist-i>. This posting will close at 11:59 PM (Central) on October 12, 2022. MPB is an equal opportunity employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211

Program Specialist I

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Old Published

from 09/30/2022 - 12:44 PM to 10/20/2022 - 1:57 PM

last updated at 10/20/2022 - 1:57 PM by beth-ann.wann

TITLE OF POSITION: Education Specialist

SPB TITLE: Education Program Development Specialist

DEPARTMENT: Education

ANNUAL ENTRY SALARY: \$33,600.00

JOB DUTIES INCLUDE:

MPB is looking for a person responsible for communication program, program/grant reports, inventory, purchasing, and occasional work during evenings and/or weekends when the program is in operation.

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university.

WHAT YOU'LL NEED TO BE SUCCESSFUL:

- Strong written and verbal communication skills
- Above-average level of expertise in operating computer software
- Exercise extreme attention to detail

HOW TO APPLY:

Applicants must be submitted online directly to SPB by clicking on the "Apply" button.

Closing Date: October 12, 2022



Requisition Detail

Education Specialist (55185) Open

Requisition Information

Requisition Number 55185	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec Education Program Development S...
Working Title Education Specialist	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 09/26/2022
Owner ELIZABETH WANN	Hiring Manager ELIZABETH WANN
Agency Minimum Salary \$33600.00	HR Analyst CLPH 173
About the Agency Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities. MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules. MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts	Agency Maximum Salary \$33600.00 About the Position MPB is looking for a person responsible for communication and program support activities within its MPB Education department. These activities include managing the MPB Education website and social media accounts, EdNet hotspot loaner program, program/grant reports, inventory, purchasing, and budget maintenance. The person in this position does not need to be a web designer but should be comfortable working within a templated platform. This is a full-time position with occasional work during evenings and/or weekends when there is a special activity. Other duties assigned as necessary. Preferred Qualifications A Bachelor's Degree from an accredited four-year college or

Positions

[△ Educ Program Development S...](#)

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful

- Strong written and oral communications
- Above-average level of expertise in operating computer software and hardware
- Exercise extreme attention to detail

Requisition Start Date (mm/dd/yyyy)
9/26/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

university in Communications or related field; (AND) two (2) years of experience related to the described duties.

Requisition End Date (mm/dd/yyyy)
10/10/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Some overnight

Attachments

There are no available attachments

Approvals

No Approvals.

From: Beth Ann Wann
To: [All Group](#); ["Angela Ferraez"](#); [Jaime Lowe](#); [Debra Kassoff](#); [Bill Ellison](#)
Subject: Job Vacancy - Education Specialist (Education Program Development Specialist I)
Date: Friday, September 30, 2022 12:48:22 PM
Attachments: [Education Program Development Specialist I \(Education Specialist\).pdf](#)

Position: Education Specialist (Education Program Development Specialist I)
Department: Education
Closes: October 12, 2022
To apply: Applications must be submitted online directly to SPB by clicking this [link](#).

Note: This position is listed as State-State Service, Non-Exempt.
Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Education Program Specialist I (Education Specialist)

DEPARTMENT: Education

ANNUAL ENTRY SALARY: \$33,600.00

JOB DUTIES INCLUDE:

MPB is looking for a person responsible for communication and program support activities within its MPB Education department. These activities include managing the MPB Education website and social media accounts, EdNet hotspot loaner program, program/grant reports, inventory, purchasing, and budget maintenance. The person in this position does not need to be a web designer but should be comfortable working within a templated platform. This is a full-time position with occasional work during evenings and/or weekends when there is a special activity. Other duties assigned as necessary. This position is classified as State Service. Resumes not accepted in lieu of applications. EOE M-F

MINIMUM REQUIREMENTS:

A Bachelor's Degree from an accredited four-year college or university in Communications or related field; (AND) two (2) years of experience related to the described duties.

WHAT YOU'LL NEED TO BE SUCCESSFUL:

- Strong written and verbal communication skills
- Above-average level of expertise in operating computer software and hardware
- Exercise extreme attention to detail

HOW TO APPLY:

Applicants must be submitted online directly to SPB by clicking [here](#).

Closing Date: October 12, 2022

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

From: E.S
To: Beth Ann Wann; Shelia Byrd
Subject: EDU- Job posting
Date: Sunday, October 2, 2022 1:48:23 PM
Attachments: [image.png](#)
[image.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

<https://www.linkedin.com/feed/update/urn:li:activity:6981762114465980416/>

Mississippi Public Broadcasting
 MPB is seeking an Education Specialist. This person will be responsible for communication and program support activities within the MPB Education department. Duties include managing the MPB Education website and social media accounts and more. Apply here <https://bit.ly/3BRgYII>

WE'RE HIRING!

FOR THE POSITION OF
**EDUCATION PROGRAM
 DEVELOPMENT SPECIALIST I**

VISIT MPBONLINE.ORG/CAREERS
 FOR A COMPLETE DESCRIPTION

*APPLICATIONS MUST BE SUBMITTED ONLINE VIA
 THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE.

<https://twitter.com/MPBOnline/status/1575996422557769730/photo/1>

MSPublicBroadcasting · MPB · 25,441 FOLLOWS

MPB is seeking an Education Specialist. This person will be responsible for communication and program support activities within the MPB Education department. Duties include managing the MPB Education website and social media accounts, and more. Apply here

MPB

WE'RE HIRING!

FOR THE POSITION OF
**EDUCATION PROGRAM
 DEVELOPMENT SPECIALIST I**

VISIT MPBONLINE.ORG/CAREERS
 FOR A COMPLETE DESCRIPTION

*APPLICATIONS MUST BE SUBMITTED ONLINE VIA
 THE MISSISSIPPI STATE PERSONNEL BOARD'S WEBSITE

26

Channels:

Report date: 08/29/2022
Report time: 13:46:42

From: 08/31/2022 To: 09/22/2022

Flight Performance Report
Page: 1

Client: Mississippi Public Broadcasting -
3825 Ridgewood Road
Jackson MS 39211
601-432-6364

Agency: NONE

Contract Number: JOBS '22	Media Type: RADIO	Spots Contracted: 0	New: \$	0.00
Contract Starts: 03/25/2022	Bill To: Client		Renew: \$	0.00
Contract Ends: 12/31/2022	Reference: BETH ANN WANN		Inc: \$	0.00
Payment Sched: Per Spot			Non-Traditional: \$	0.00
			Trade: \$	0.00
Account Manager: NONE			-----	
			Amount: \$	0.00

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	08/31/2022	12:00:00	MTWTFSS	2	14	46	0.00	ThinkRadio
JOB7/ 5-21/ ROS/ 2X DAY/ AUG 31- SEP 22	09/22/2022	20:59:59						

Audio Device	Clip ID	Type	Title	Sub-Title	Length	Available	From / To
CART	UNDJOB7	AJ	DIG MED/5-21/ ROS/ 2X DAY/ AUG 31- SEP 22		00:00:15	Wed	08/31/2022
					00:00:15	Thu	09/22/2022

- Wed 08/31/2022 at 16:34:00 ThinkRadio
- Wed 08/31/2022 at 17:29:59 ThinkRadio
- Thu 09/01/2022 at 12:50:59 ThinkRadio
- Thu 09/01/2022 at 14:38:59 ThinkRadio
- Fri 09/02/2022 at 12:39:29 ThinkRadio
- Fri 09/02/2022 at 14:20:04 ThinkRadio
- Sat 09/03/2022 at 15:54:28 ThinkRadio
- Sat 09/03/2022 at 17:39:52 ThinkRadio
- Sun 09/04/2022 at 12:40:41 ThinkRadio
- Sun 09/04/2022 at 13:41:41 ThinkRadio
- Mon 09/05/2022 at 12:50:59 ThinkRadio
- Mon 09/05/2022 at 14:48:32 ThinkRadio
- Tue 09/06/2022 at 13:39:30 ThinkRadio
- Tue 09/06/2022 at 14:47:20 ThinkRadio
- Wed 09/07/2022 at 12:39:29 ThinkRadio
- Wed 09/07/2022 at 20:38:13 ThinkRadio
- Thu 09/08/2022 at 13:31:59 ThinkRadio
- Thu 09/08/2022 at 14:48:29 ThinkRadio
- Fri 09/09/2022 at 15:49:17 ThinkRadio
- Fri 09/09/2022 at 16:18:30 ThinkRadio
- Sat 09/10/2022 at 14:20:28 ThinkRadio

26

Channels:

Report date: 08/29/2022

Flight Performance Report

Report time: 13:46:42

From: 08/31/2022 To: 09/22/2022

Page: 2

FLIGHT DESCRIPTION	DATES	TIMES	DAYS	DAY	WEEK	TOTAL	RATE	CHANNEL
Time Attachment	08/31/2022	12:00:00	MTWTFSS	2	14	46	0.00	ThinkRadio
JOB7/ 5-21/ ROS/ 2X DAY/ AUG 31- SEP 22	09/22/2022	20:59:59						
Sat 09/10/2022 at 15:54:28 ThinkRadio								
Sun 09/11/2022 at 13:41:41 ThinkRadio								
Sun 09/11/2022 at 14:41:49 ThinkRadio								
Mon 09/12/2022 at 18:42:52 ThinkRadio								
Mon 09/12/2022 at 19:20:00 ThinkRadio								
Tue 09/13/2022 at 16:30:00 ThinkRadio								
Tue 09/13/2022 at 18:15:51 ThinkRadio								
Wed 09/14/2022 at 12:39:29 ThinkRadio								
Wed 09/14/2022 at 19:20:00 ThinkRadio								
Thu 09/15/2022 at 14:20:04 ThinkRadio								
Thu 09/15/2022 at 18:15:51 ThinkRadio								
Fri 09/16/2022 at 13:31:59 ThinkRadio								
Fri 09/16/2022 at 16:29:59 ThinkRadio								
Sat 09/17/2022 at 15:54:28 ThinkRadio								
Sat 09/17/2022 at 16:39:00 ThinkRadio								
Sun 09/18/2022 at 14:21:25 ThinkRadio								
Sun 09/18/2022 at 16:18:00 ThinkRadio								
Mon 09/19/2022 at 16:30:00 ThinkRadio								
Mon 09/19/2022 at 20:18:59 ThinkRadio								
Tue 09/20/2022 at 12:39:30 ThinkRadio								
Tue 09/20/2022 at 17:30:00 ThinkRadio								
Wed 09/21/2022 at 13:31:59 ThinkRadio								
Wed 09/21/2022 at 19:49:00 ThinkRadio								
Thu 09/22/2022 at 18:57:56 ThinkRadio								
Thu 09/22/2022 at 20:38:13 ThinkRadio								

This item appeared 46 times between 08/31/2022 and 09/22/2022.

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Digital Media Strategist (Public Relations Specialist II)

DEPARTMENT: Communications

ANNUAL ENTRY SALARY: \$45,000.00

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting (MPB) is seeking a public relations specialist who will coordinate general communications activities, including media outreach, printed collateral development, and content creation and curation for digital platforms. Strong verbal and written communication skills required. The successful candidate will assist in developing MPB's digital strategy, create and maintain digital collateral, track performance metrics on digital platforms and generate monthly and annual reports. Other duties include coordinating content for newsletters and other publications, writing and editing press releases, updating web content, as needed, and leading coordination of technology software and vendors. Plus, other job duties, as assigned. Candidates must be familiar with organizational branding, AP style, news writing and online publishing. Candidates also must have demonstrated ability to grow digital audiences and operate audiovisual equipment and editing software. This position is classified as State Service. Resumes not accepted in lieu of applications. EOE M-F

MINIMUM REQUIREMENTS:

- The person best suited for this position will have a minimum of two years' experience in a communications or public relations role and experience with a range of communications technology, including Adobe InDesign, YouTube, Google Analytics and Sprout Social.
- This job requires working closely with others, strong organizational skills, solid project management skills, effective one-on-one and group communications.
- This job also requires the ability to set priorities and effectively manage time under moderate supervision.

HOW TO APPLY:

Applicants must be submitted online directly to SPB by clicking [here](#).

Closing Date: September 22, 2022

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

From: [Shelia Byrd](#)
To: [Beth Ann Wann](#)
Subject: FW: Job Opening at Mississippi Public Broadcasting
Date: Tuesday, September 6, 2022 8:56:40 AM
Attachments: [image001.png](#)

Hi Beth Ann –
Please see PRAM's response below.

From: PRAM Central MS <pramcentralms@gmail.com>
Sent: Tuesday, September 6, 2022 8:57 AM
To: Shelia Byrd <shelia.byrd@mpbonline.org>
Subject: Re: Job Opening at Mississippi Public Broadcasting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,
I have added your request to the web page and will post on social media later this week.

Thanks,
Vanessa

On Thu, Sep 1, 2022 at 9:10 AM Shelia Byrd <shelia.byrd@mpbonline.org> wrote:

Hi Corie –

I hope all is well. I'm reaching out for two reasons. The first is to request that PRAM include MPB's current public relations job opportunity in the job bank. We're seeking a digital media specialist. The description is attached. Here's a link to job where the application must be submitted: [Job Opportunities | Career Pages \(governmentjobs.com\)](#). The second is for information about membership dues. Please forward when you have a chance.

Thanks so much,
Shelia

Shelia Byrd
Director of Communications
Mississippi Public Broadcasting
Phone: (601) 432-6567



Mississippi Public Broadcasting

Vanessa Lowe - Garcia

Vice-President of Communication

Public Relations Association of Mississippi | Central Chapter

• www.PRAMcentral.org • PRAMcentralMS@gmail.com •



Requisition Detail

Digital Media Strategist (54401) Cancelled

Requisition Information

Requisition Number 54401	Division N/A
Department 0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec <u>Public Relations Specialist II (9112)</u>
Working Title Digital Media Strategist	Job Type Full-Time
Vacancies 1	EEO/Census Data Template N/A
List Type Regular	Desired Start Date 08/25/2022
Owner ELIZABETH WANN	Hiring Manager ELIZABETH WANN
Agency Minimum Salary \$43509.41	HR Analyst N/A
	Agency Maximum Salary \$45000.00

About the Agency

Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

About the Position

Mississippi Public Broadcasting (MPB) is seeking a digital media strategist who will coordinate general communications activities, including media outreach, printed collateral development, and content creation and curation for digital platforms. Strong verbal and written communication skills required. The successful candidate will assist in developing MPB's digital strategy, create and maintain digital collateral, track performance metrics on digital platforms and generate monthly and annual reports. Other duties include coordinating content for newsletters and other publications, writing and editing press releases, updating web content, as needed, and leading coordination of technology software and vendors. Plus, other job duties, as assigned. Candidates must be

Positions

[△ Public Relations Specialist II \(...\)](#)

dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
The candidate must be a creative storyteller and able to collaborate strategically with colleagues in the Communications Department and across all other agency divisions. The candidate also must be able to execute successful digital campaigns, utilizing the latest technology to achieve agency goals.

Requisition Start Date (mm/dd/yyyy)
8/25/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

familiar with organizational branding, AP style, news writing and online publishing. Candidates also must have demonstrated ability to grow digital audiences and operate audiovisual equipment and editing software.

Preferred Qualifications

- The person best suited for this position will have a bachelor's degree and a minimum of two years' experience in a communications or public relations role and experience with a range of communications technology, including Adobe InDesign, YouTube, Google Analytics and Sprout Social.
- This job requires working closely with others, strong organizational skills, solid project management skills, effective one-on-one and group communications.
- This job also requires the ability to set priorities and effectively manage time under moderate supervision.

Requisition End Date (mm/dd/yyyy)
9/22/2022

County/Counties Associated with Position
HINDS

Travel Schedule
Some overnight

Attachments

There are no available attachments

Approvals

No Approvals.

26

JOB VACANCY

MISSISSIPPI PUBLIC BROADCASTING
IS AN EQUAL OPPORTUNITY EMPLOYER

TITLE OF POSITION: Digital Media Strategist (Public Relations Specialist II)

DEPARTMENT: Communications

ANNUAL ENTRY SALARY: \$45,000.00

JOB DUTIES INCLUDE:

Mississippi Public Broadcasting (MPB) is seeking a public relations specialist who will coordinate general communications activities, including media outreach, printed collateral development, and content creation and curation for digital platforms. Strong verbal and written communication skills required. The successful candidate will assist in developing MPB's digital strategy, create and maintain digital collateral, track performance metrics on digital platforms and generate monthly and annual reports. Other duties include coordinating content for newsletters and other publications, writing and editing press releases, updating web content, as needed, and leading coordination of technology software and vendors. Plus, other job duties, as assigned. Candidates must be familiar with organizational branding, AP style, news writing and online publishing. Candidates also must have demonstrated ability to grow digital audiences and operate audiovisual equipment and editing software. This position is classified as State Service. Resumes not accepted in lieu of applications. EOE M-F

MINIMUM REQUIREMENTS:

- The person best suited for this position will have a minimum of two years' experience in a communications or public relations role and experience with a range of communications technology, including Adobe InDesign, YouTube, Google Analytics and Sprout Social.
- This job requires working closely with others, strong organizational skills, solid project management skills, effective one-on-one and group communications.
- This job also requires the ability to set priorities and effectively manage time under moderate supervision.

HOW TO APPLY:

Applicants must be submitted online directly to SPB by clicking [here](#).

Closing Date: September 22, 2022

FOR FURTHER INFORMATION, CONTACT:
MISSISSIPPI AUTHORITY FOR EDUCATIONAL TELEVISION
3825 RIDGEWOOD ROAD, JACKSON, MISSISSIPPI 39211

26

From: E S
To: Beth Ann Wann; Elisabeth Rivers
Subject: Fwd: FW: Job Vacancy - Digital Media Strategist (Public Relations Specialist II)
Date: Monday, August 29, 2022 11:48:26 AM
Attachments: [image001.png](#)
[We're Hiring Dig Med Strat.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Beth Ann!

Below are the post links for the Digital Media Strategist position.

<https://twitter.com/MPBOnline/status/1564291185102962689>

<https://www.linkedin.com/company/1074644>

Graphic attached

Thank you!

Evelyn

----- Forwarded message -----

From: E S <estew77@gmail.com>
Date: Mon, Aug 29, 2022 at 11:29 AM
Subject: Re: FW: Job Vacancy - Digital Media Strategist (Public Relations Specialist II)
To: Elisabeth Rivers <elisabeth.rivers@mpbonline.org>
Cc: Shelia Byrd <shelia.byrd@mpbonline.org>

Ok. I will get it out. Thank u.

On Mon, Aug 29, 2022, 10:57 AM Elisabeth Rivers <elisabeth.rivers@mpbonline.org> wrote:

Morning Evelyn – Beth Ann sent this out late Friday, requesting it to be posted on regular social media sites. Art attached.

Let me know if you need anything else. :0)

Elisabeth J Rivers (EJ)

Public Relations Coordinator

26
601.664.8277



From: Beth Ann Wann <beth-ann.wann@mpbonline.org>
Date: Friday, August 26, 2022 at 4:52 PM
To: All_Group <All@mpbonline.org>, 'Angela Ferraez' <angela@mpbfoundation.org>, Jaime Lowe <jaime@mpbfoundation.org>, Debra Kassoff <debra@mpbfoundation.org>
Subject: Job Vacancy - Digital Media Strategist (Public Relations Specialist II)

Position: Digital Media Strategist

SPB Classification: Public Relations Specialist II

Closes: September 22, 2022

To apply: **Applications must submitted online directly to SPB.**

Note: This position is listed as State-State Service, Exempt.

Attached are the job duties/minimum requirements for this position. MPB is an Equal Opportunity Employer.

Thank you,

Beth Ann



Beth Ann Wann | Human Resources Director

MS Public Broadcasting

3825 Ridgewood Road Jackson MS 39211

beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

NOTICE: The information contained in this email and any document attached hereto is intended only for the named recipient(s). If you are not the intended recipient, nor the employee or agent responsible for delivering this message in confidence to the intended recipient(s), you are hereby notified that you have received this transmittal in error, and any review, dissemination, distribution or copying of this transmittal or its attachments is strictly prohibited. If you have received this transmittal and/or attachments in error, please notify me immediately by reply e-mail and then delete this message, including any attachments.

27



Requisition Detail

Administrative Support Assistant IV (57116) Open

Requisition Information

Requisition Number
57116

Department
0247 - EDUCATIONAL TELEVISION
AUTHORITY

Working Title
Administrative Support Assistant IV

Vacancies
1

List Type
Regular

Owner
Bobby Wicker

Agency Minimum Salary
\$30000.00

About the Agency
Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday,

Division
N/A

Class Spec
[Admin Support Assistant IV \(9025\)](#)

Job Type
Full-Time

EEO/Census Data Template
N/A

Desired Start Date
01/01/2023

Hiring Manager
Bobby Wicker

HR Analyst
Brandee Lockett

Agency Maximum Salary
\$35000.00

About the Position
MPB is seeking an Administrative Assistant for our front desk reception area. This position provides administrative support for the entire agency and will be the first point of contact for visitors when entering Mississippi Public Broadcasting.

Preferred Qualifications
Purchasing experience in MAGIC is preferred. Must be knowledgeable in Microsoft Word, Excel, Outlook, and PowerPoint.

Requisition End Date (mm/dd/yyyy)
1/3/2023

County/Countries Associated with Position
HINDS

Travel Schedule

Positions

[Admin Support Assistant IV \(0...](#)

27

MPB News produces 11 newscasts
dedicated to Mississippi stories. None

What you'll need to be Successful
Positive attitude, professional, strong
communication skills, able to multi-
task.

Requisition Start Date (mm/dd/yyyy)
12/29/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
N/A

Authorization Comments
N/A

Attachments

There are no available attachments

Approvals

No Approvals.

27

Bobby Wicker

From: Bobby Wicker
Sent: Friday, December 16, 2022 4:39 PM
To: Shelia Byrd
Subject: Job Advertisement for Website

We just reposted the front desk vacancy and I was hoping to get it on the website consistent with the other positions advertised there? The salary range is \$30,000.00 to \$35,000.00, the language for "About Position", "What You'll Need", "Minimum Qualifications" and "how to Apply" are below:

TITLE

Administrative Support Assistant IV

ABOUT

MPB is seeking an Administrative Assistant for our front desk reception area. This position provides administrative support for the entire agency and will be the first point of contact for visitors when entering Mississippi Public Broadcasting.

WHAT

Purchasing experience in MAGIC is preferred. Must be knowledgeable in Microsoft Word, Excel, Outlook, and PowerPoint.

MINIMUM

Typically a High School diploma and 3-5 years of experience

HOW

All applications must be submitted online directly to SPB by clicking [here](#).

CLOSES

12/27/2022

29

Bobby Wicker

From: Bobby Wicker
Sent: Thursday, December 29, 2022 4:57 PM
To: Shelia Byrd
Subject: RE: Job Advertisement for Website

<https://www.governmentjobs.com/careers/mississippi/jobs/3852946/admin-support-assistant-iv>

From: Shelia Byrd <shelia.byrd@mpbonline.org>
Sent: Monday, December 19, 2022 10:50 AM
To: Bobby Wicker <bobby.wicker@mpbonline.org>
Cc: Elisabeth Rivers <elisabeth.rivers@mpbonline.org>
Subject: RE: Job Advertisement for Website

OK. We'll wait for the link. Thanks much, Bobby.

From: Bobby Wicker <bobby.wicker@mpbonline.org>
Sent: Monday, December 19, 2022 10:49 AM
To: Shelia Byrd <shelia.byrd@mpbonline.org>
Cc: Elisabeth Rivers <elisabeth.rivers@mpbonline.org>
Subject: RE: Job Advertisement for Website

It hasn't posted yet. I can't provide an updated link until MSPB uploads it onto NeoGov on their site.

From: Shelia Byrd <shelia.byrd@mpbonline.org>
Sent: Friday, December 16, 2022 5:04 PM
To: Bobby Wicker <bobby.wicker@mpbonline.org>
Cc: Elisabeth Rivers <elisabeth.rivers@mpbonline.org>
Subject: RE: Job Advertisement for Website

Hi Bobby –

EJ has it ready to publish on the site, but the link you sent goes to a different position. Please resend the correct link.

Thanks so much,
Shelia

From: Shelia Byrd
Sent: Friday, December 16, 2022 4:40 PM
To: Bobby Wicker <bobby.wicker@mpbonline.org>
Subject: RE: Job Advertisement for Website

OK. Thanks Bobby.

From: Bobby Wicker <bobby.wicker@mpbonline.org>
Sent: Friday, December 16, 2022 4:39 PM
To: Shelia Byrd <shelia.byrd@mpbonline.org>
Subject: Job Advertisement for Website

29

We just reposted the front desk vacancy and I was hoping to get it on the website consistent with the other positions advertised there? The salary range is \$30,000.00 to \$35,000.00, the language for "About Position", "What You'll Need", "Minimum Qualifications" and "how to Apply" are below:

TITLE

Administrative Support Assistant IV

ABOUT

MPB is seeking an Administrative Assistant for our front desk reception area. This position provides administrative support for the entire agency and will be the first point of contact for visitors when entering Mississippi Public Broadcasting.

WHAT

Purchasing experience in MAGIC is preferred. Must be knowledgeable in Microsoft Word, Excel, Outlook, and PowerPoint.

MINIMUM

Typically a High School diploma and 3-5 years of experience

HOW

All applications must be submitted online directly to SPB by clicking [here](#).

CLOSES

1/3/2023

28



Requisition Detail

Executive Assistant (56246)

Requisition Information

Requisition Number	56246	Division	N/A
Department	0247 - EDUCATIONAL TELEVISION AUTHORITY	Class Spec	Program Specialist III (9062)
Working Title	Executive Assistant	Job Type	Full-Time
Vacancies	1	EEO/Census Data Template	N/A
List Type	Regular	Desired Start Date	11/09/2022
Owner	ELIZABETH WANN	Hiring Manager	ELIZABETH WANN
Agency Minimum Salary	\$43509.11	HR Analyst	CLPH 139

About the Agency

Mississippi Public Broadcasting is a trusted multimedia organization that educates, enlightens and entertains Mississippians. As the only statewide radio and television broadcast network, MPB connects Mississippi households and communities.

MPB programming focuses on the people, resources and attractions that reflect Mississippi's unique culture and diverse heritage. Children's educational television programs constitute a major portion of the daytime and weekend morning schedules.

MPB provides a valuable resource to Mississippians in disseminating information as part of the state's emergency preparedness and response system. Every weekday, MPB News produces 11 newscasts

Agency Maximum Salary
\$57105.97

About the Position

Mississippi Public Broadcasting is seeking a Program Specialist III to provide support for the Executive Director and the Chief Operating Officer. Responsibilities include supervising support staff; managing programs within the executive office, maintaining relationships with national, regional, and statewide partners; coordinating agency meetings and events; assisting with purchasing and the executive budget; supports the executive director and chief operating officer in the day-to-day operations of the agency, creating reports with quantitative results, maintain leave requests for the executive team, oversee fleet management for the agency, other duties as assigned.

Preferred Qualifications

Positions

[△ Program Specialist III \(0247-0...](#)

28
dedicated to Mississippi stories.

In 2015, MPB launched the latest iteration of the MPB Public Media App. With live stream, on-demand episodes of both radio and television favorites and the latest from MPB news, the MPB App provides listeners and viewers with a way to stay connected, no matter where in the world they may be.

MPB reaches over 50,000 people a day through various social media channels, including Facebook, Twitter, YouTube and Instagram. MPB's social channels provide information, news and entertainment around the clock, even in emergency situations.

Questions about this position can be e-mailed to careers@mpbonline.org.

What you'll need to be Successful
Effective written and verbal communication skills, excellent organizational skills, ability to maintain confidentiality, working knowledge of Microsoft Office Suite (Word, Excel, PowerPoint, etc.), professional and courteous attitude, ability to manage time with little supervision, knowledge of MPB content a plus.

Requisition Start Date (mm/dd/yyyy)
11/9/2022

Special Qualifications
N/A

Shift Schedule
Day Shift Only

Time Limited Position
No

Comments
Requisition 54435 was cancelled. We would like to re-advertise this position so that we can expand the salary range from what we advertised prior, in the hopes of expanding the pool of applicants.

Authorization Comments
N/A

Typically requires a bachelor's degree and 2-4 years of experience.
Notary public is preferred.

Requisition End Date (mm/dd/yyyy)
11/23/2022

County/Counties Associated with Position
N/A

Travel Schedule
None

28

Attachments

There are no available attachments

Approvals

No Approvals.

Old Published

from 11/09/2022 - 1:21 PM to 01/06/2023 - 3:10 PM

last updated at 01/06/2023 - 3:10 PM by beth-ann.wann

Assistant

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TITLE: Executive Assistant
SPB TITLE: Program Specialist III
DEPARTMENT: Executive
ANNUAL SALARY RANGE: \$43,509.11 - \$57,105.97

ABOUT THE POSITION:

Mississippi Public Broadcasting is seeking a Program Specialist III to maintain and develop relationships with national, regional, and state media outlets, manage day-to-day operations of the agency, creating reports with quantitative data.

WHAT YOU'LL NEED TO BE SUCCESSFUL:

Effective written and verbal communication skills, excellent organizational skills, and the ability to manage time with little supervision, knowledge of MPB operations.

MINIMUM QUALIFICATIONS:

Typically requires a bachelor's degree and 2-4 years of experience in a similar position.

HOW TO APPLY:

All applications must be submitted online directly to SPB.

Closing Date: Open Until Filled

From: [Beth Ann Wann](#)
To: [RadioUnderwriting](#)
Subject: Radio Announcement - Executive Assistant (Program Specialist III)
Date: Tuesday, August 30, 2022 9:52:00 AM
Attachments: [Executive Assistant \(Program Specialist III\) Job Vacancy.pdf](#)
[26-Executive Assistant Program Specialist III.xls](#)
[26-Executive Assistant \(Program Specialist III\) RA 08 2022.docx](#)

Please see the attached documents requesting that our Executive Assistant (Program Specialist III) vacancy be placed on the radio. Please let me know if you have any questions.

Thank you,
Beth Ann



Beth Ann Wann | Human Resources Director,
MS Public Broadcasting
3825 Ridgewood Road Jackson MS 39211
beth-ann.wann@mpbonline.org | 601-432-6273 www.mpbonline.org

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